

What is included in the Application Packet? The packet is 8 pages and includes: Fact Sheet (front and back), Instructions, Application (front and back), Income Guidelines, Application Checklist and Directions on how to obtain a Work Permit. The package may print out differently when obtained from a website.

What are the eligibility requirements? All applicants must meet age, income, U.S. Citizenship and residency requirements, and provide verification of various application items (see the Application Instructions and Application Checklist).

What are the determining Factors for Tier Placement?

Tier One:

- Applicants have little or no prior exposure to the world of work.
- Applicants will work in groups in a paid work experience
- Applicants will begin to build work readiness and soft skills necessary for the workplace
- Applicants will be exploring their post-secondary goals
- Applicants will be exploring various career tracks related to their interests

Tier Two:

- Applicants have limited experience in the world of work.
- Applicants may have participated in prior Summer Youth Employment programs
- Applicants have an idea of their career interest(s)
- Applicants have limited work readiness training
- Applicants will be evaluated as to their interests and skill levels to further develop their post-secondary education and career goals
- Applicants will exemplify the ability to comprehend basic work requirements, handle tasks under the direction of supervisors, capability to work on tasks solely with favorable outcomes or results.

Tier Three: Youth **MUST submit a resume to be considered for this Tier**

- Applicants will have identified their career goals, skills sets, and post-secondary education needs/goals.
- Applicants will also have shown exemplary capabilities in the work world
- Applicants will handle tasks and projects from start to finish solely and as team members
- Applicants will think creatively for efficient results in their career tracks of interest
- Applicants may be acting as mentors in financial literacy to their peers

Important: In the event there are more applications than available positions, all eligible completed applications may be selected at random to determine summer employment status. Selected applicants will be notified by phone or e-mail.

Download the Application by visiting

<http://pittsburghpa.gov/personnel/pittsburghpartnership> or www.TRWIB.org or www.alleghenycounty.us

Follow us on Twitter @PghSYEP 