

Co-op Position Paper

Include the following information when completing paper.

- Name of Retailer
- Location
- Person who hired and trained
- Hours per week
- Salary
- Employment Period
- Job Title
- Employment Responsibilities

Content of Paper

Objective:

- Information about the store - history, etc.
- Merchandise carried
- Customer services
- Promotional activities
- Visual presentations

Subjective:

- Your relationship with superiors, co-workers, customers
- Your growth in this position - things learned, etc.
- Positive and negative aspects about this experience
- Traits you found or developed in yourself both professionally or personally
- Your goals with this company
- Professional goals and how this experience affected them

Anything else you wish to discuss