

Job History Occupations - Labels-D

First Issued: 1/18/2007.

Modification (2/15/07): Adjusted dimensions.

Modification (5/16/07): Changed to allow multiple occupational categories (but not too many); added Job Title Not Like parameter; changed number of job titles that can be entered to eight(8).

Modification (9/30/07): Changed number of keywords to 20 for Job Title Like parameter.

Parameters: Career Centers, Service Date, Job End Date, Occupational Category and Specific Occupations, Job Title Like, Job Title Not Like.

Key Features: Type of Labels: Avery 5260 (3 x 10). Note that the number of labels appears on the last page of the report. This report shows the names and addresses of customers based on career centers where they are receiving services. Customers will only appear if they filled out a job history. There are two sets of labels in this report. The first is for customers who had an occupational code entered for their former job title. There is a dynamic prompt that allows you to choose one or more occupational categories; your choice then determines the set of occupations that appear on the occupations list. Select multiple occupations from this list, if you wish. The second set of labels is for customers with no occupational code, and is based on keywords used to search their job history job title. Up to 20 keywords can be entered. You can also exclude customers with certain keywords (choose up to 8) in their job titles. This allows you to eliminate customers who appear because their job title meets the first criterion, e.g., it is like "RN", but with job titles like attoRNey, jouRNeyman, etc. To see who is being included in this report by job title, run the "**Job History Occupations**" report. To see what values were selected for the subreport in the current report, you can unsuppress the report header in the subreport, if you wish.

You can specify that you only want to see customers who have received services since a certain date and also that you only want to see customers with no job end dates or with a job end since a particular date (so you don't pick up customers with outdated job experience).

The names and addresses on this report will match the customers listed in the "**Job History Occupations**" report, if the same parameter values are used in each report.

The report can be run by specific career center, for multiple career centers, or for all centers in which customers have received career center services.

Note: To check the parameter selections used for the report, go to report->show current parameter values.

Report Run Times: Five to ten minutes, depending upon the number of customers.

Labels for Customers with Selected Occupations in their Job Histories and Who Received Services at Selected Career Centers Since 8/01/2007 With No Job End Date or With a Job End Date Since 8/01/2007

Selected Career Center(s):

Career Center Names

Customer Name
Address 1
City, State Zip

Customer Name
Address 1
City, State Zip

Customer Name
Address 1
City, State Zip

Customer Name
Address 1
City, State Zip

Customer Name
Address 1
City, State Zip

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Customer Name
Address 1
City, State Zip

Customer Name
Address 1
Address 2
City, State Zip

Customer Name
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City, State Zip

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Total Labels: 52