

LINX EDUCATIONAL INSTRUCTOR'S GUIDE

CAREER TRACK: MORE GREAT JOBS WITHOUT A COLLEGE DEGREE

Activity 1: FOR PERSONAL AND FINANCIAL REWARDS- HEALTH CARE

1. Circle the words that best describe a medical assistant:

patient undependable courteous
tardy self-motivated undisciplined

2. Most training for medical assistants is learned _____.

3. Preparation for jobs in the health care field begins in high school class in _____, _____, and _____.

4. Advancement in a career in the medical field is possible with more _____ and _____.

Activity 2: EARN WHILE YOU LEARN- RETAIL

1. Experience in job performance equals _____.

2. Retail sales is a very diversified field. Three job opportunities are _____, _____, and _____.

3. Character and personality traits needed by persons working in this field are _____, _____, and _____.

4. Advancing in a career in retail is possible with more _____.

Activity 3: THE SKY'S THE LIMIT! - FOOD SERVICE

1. Most skills for jobs in the food service industry are learned _____.

2. These 3 words describe a successful person in food service: _____, _____, and _____.

3. People in the food service industry often work _____ shifts, _____ hours, and make good _____.

4. By the year 2006, the industry will need _____ managers.

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Activity 4: WIDE OPEN AND STILL GROWING- SECURITY

1. Three opportunities in the security field are as _____, _____, and _____.
2. Security guards are NOT police officers; their duties are to _____, _____, and _____.
3. Security guard positions are available at _____, _____, and _____.
4. Additional training and licensing is needed for the security person to (circle the correct answer)
ride a bicycle carry a gun handle money patrol

All of these careers have:

FLEXIBLE HOURS
ON-THE-JOB TRAINING
GOOD PAY
OPPORTUNITY FOR ADVANCEMENT
STRONG GROWTH POTENTIAL

ANSWER KEY

Activity 1:

1. patient, courteous, self-motivated
2. on the job
3. biology, science, math, computers
4. education and experience

Activity 2:

1. SUCCESS
2. cashier, buyer, sales associate, stock person, sales manager, merchandising
3. friendly, courteous, positive attitude, hard-working, outgoing
4. on-the-job experience

Activity 3:

1. on-the-job
2. people-oriented, outgoing, organized, time manager
3. short, flexible, money
4. 500,000

Activity 4:

1. guards, patrolling, escorts
2. observe and report, be alert, write reports
3. airports, banks, hospitals, retail stores/malls, private industry, corporations, more
4. carry a gun