



Researching Employers - Worksheet

Organization Name

Website

Address

City, State, Zip

Contact Person

Phone

Fax

Email

Learning About the Organization

History

Products/Services Offered

Public/Private/Non-Profit

Subsidiaries

Parent Company

International Activity

Union/Non-Union

Learning About the People within the Organization

CEO/President

Officers or Board of Directors

Vice President(s)

Managers/Directors

University Affiliations

Name of Workers Union

Organizational Philosophy/Mission

Learning About the Current Activities - What Does the Organization Do?

Recent Activities - are they in the news?

New Products

Joint Ventures

Acquisitions

Innovation