

**COFFEE REGIONAL MEDICAL CENTER
CAREER DEVELOPMENT LADDER PROGRAM
LETTER OF INTENT**

(Due by January 06, 2023 : Program is January 1, 2023 – December 31, 2023)

Employee Name:	
Employee Badge #:	
Employee Email Address (work) and a Cell Phone # you wish to be contacted at. <i>Note that you must check your emails to remain informed.</i>	
T-Shirt Size: <i>Note that t-shirts may not necessarily be given out. Every participant will receive a "Career Ladder Volunteer" badge card to be shown when volunteering.</i>	<input type="checkbox"/> Small <input type="checkbox"/> 1X-Large <input type="checkbox"/> Other: <input type="checkbox"/> Medium <input type="checkbox"/> 2X-Large <input type="checkbox"/> Large <input type="checkbox"/> 3X-Large
Career Development Ladder Program Entry Level Applying For:	<input type="checkbox"/> Rising Star <input type="checkbox"/> Shooting Star <input type="checkbox"/> Super Star
Repeating Level:	<input type="checkbox"/> No <input type="checkbox"/> Yes # of years repeating at same level:
Have you previously participated in RISE-UP and did not complete the program?	<input type="checkbox"/> No <input type="checkbox"/> Yes
Were you referred to the program? If so, by whom?	
Employee Status:	<input type="checkbox"/> Full-Time (working 36 or > hours per week) <input type="checkbox"/> Part-Time # hours: <input type="checkbox"/> PRN (averaging 500 hours a year)
Date of Employment at CRMC:	
Years of Experience at CRMC:	
RESUME MUST BE ATTACHED IN ORDER FOR LETTER OF INTENT TO BE ACCEPTED.	
Employee Signature:	
Department:	
Number of Departmental Inservice Hours Required:	
Department Manager Signature:	
Date Submitted:	
Note: Forward your completed Letter of Intent & Resume with subject "RISE-UP Letter of Intent" to Sarah Brown, Sarah.Brown@coffeeregional.org	