

Put us to work for you.

The Workforce New York network of One-Stop Career Centers offers the services and resources you require to expand your business and to meet your business needs. At your local One-Stop Career Center, you'll find the resources you need to minimize recruiting costs, help with new and existing employee development, and obtain up-to-date information on wage, safety and labor market trends.

This brochure highlights our most popular programs that help you find qualified, skilled employees and free you to focus on other business needs.



Capital Region Workforce Investment Board
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Equal Opportunity Employer/Program. Auxiliary aids and services are available upon request to individuals with disabilities.



One-Stop Career Centers

Employment Services for Your Business



George E. Pataki, Governor
Linda Angello, Commissioner
Richard Calo, State Workforce
Investment Board Chair



Welcome to the Capital Region One-Stop

The **Capital Region One-Stop** staff brings World Class Service to the businesses in the region. Our Centers' mission is to maintain and help grow our regional employment by promoting the collaboration of economic development, education and training resources.

- Assisted local businesses in receiving over \$5,000,000 to train their employees.
- 1,500 businesses list over 5,000 job openings monthly in the Capital Region job bank.
- 150 businesses have been awarded 2,600 E-Learning licenses to improve their existing employees skills.
- Developing industry specific Career Pathways to assist in recruitment and advancement of workers in the Bio-Tech and Nano Tech fields – others to follow.
- Coordinated 75 job fairs and on-site recruitments locally, attracting 7,600 job seekers.
- Customized recruiting events held at our One Stop Centers, your facility or any other convenient location.

Computerized Match to Workers

We use the latest technology to match your job requirements electronically with qualified job seekers throughout the country. Our computer system can search thousands of job seeker records in seconds, to help you find people with the skills, education and experience you need.

Job Postings

One-Stop Career Centers link directly to hundreds of thousands of people with a wide variety of skills and abilities that meet your job requirements. Post your job openings with the NY Job Bank, and qualified candidates throughout the country will see them.

Training Funding Opportunities

We can help you access a variety of business training grants designed to upgrade the skills of your workers. By keeping your employees' skills up-to-date, your firm will gain a competitive edge in the global marketplace.

Customized Recruiting

The Workforce New York network regularly co-sponsors job fairs and recruiting events to assist you with your staffing needs. Employers with seasonal time constraints can count on us to help hire employees promptly.

Incentive Programs

Get information on tax credits and wage subsidies for hiring job seekers from selected target groups or for expanding in economic development zones. We'll help you to understand government programs available for workforce expansion and training.

Human Resources Assistance/JSECs

Our Human Resources Consultants are available to help you with personnel problems and questions. They can also assist with the development of handbooks, policies and practices, orientation procedures and job titles. By connecting with one of the 56 Job Service Employer Committees (JSECs) you can gain wide exposure to an employer network that links businesses with Labor Department staff.

Labor Market Information/ Business Statistics

One-Stop Career Centers can offer you the most comprehensive labor supply information in New York State, such as training and workforce preparation programs, industry trends, and population characteristics.

Apprentice Program Certification

Our staff can provide you with apprenticeship program information. State-supported, certified apprenticeship programs improve morale, create a better working atmosphere and encourage leadership while ensuring employees learn to do their jobs safely and properly.

Affirmative Action/EEO Guidance

We can put you in touch with State Labor Department staff for assistance with developing and maintaining an affirmative action program, promoting equal opportunity and ensuring nondiscriminatory policies and practices in your everyday business operations.

Labor Law Interpretation

We can provide you with advice on work-related legal issues and the State Labor Laws. Understanding the provisions of these laws will aid you with compliance and help you avoid penalties.

Layoff/Transition Assistance

One-Stop Career Centers offer businesses help when they face downsizing and layoffs. The Rapid Response Program offers a variety of services designed to assist both employers and their workers through these transitions.

Health and Safety Consultations

A safe workplace is good for your company's bottom line. The NYS Labor Department's On-Site Consultation program helps you provide a safe and healthful workplace that meets state and federal codes.

What businesses are saying about us:

"I would like to take this opportunity to thank your staff for organizing the Job Fair. We have been able to hire individuals for full-time positions as a result of the interviewing. Since we have had such overwhelming success with the Job Fair, we have scheduled two more"
G.G. The College of Saint Rose

"I am writing to express my appreciation of your staff during our recruitment at your facility. Your staff was very professional and friendly. It was an enjoyable, positive recruitment atmosphere. Your staff acted as if they were working for me"
P.C. Cognisa Security

"I am so impressed with your services... it is so great to get referrals this way and the referrals have been top quality... really great"
J.P. Siginaw Lumber Sales

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