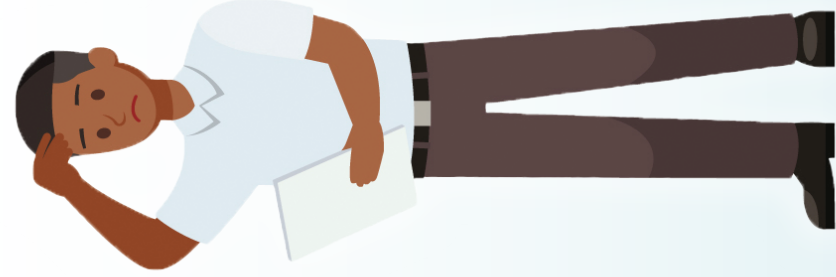


Helping Kansans Create Career Advancement Opportunities



START

*Looking for a new job?
Need additional training?
Want to go back to school?
Let us help you achieve your career goals!*

VETERAN PREFERENCE
We assist Veterans, Reservists and National Guard members in training assistance and securing employment.

Set up a free Job Seeker account on **KANSASWORKS.com**. This allows employers to view your resume and our team to do job-matching referrals based on your career path. We'll assist you with creating a custom resume tailored to your job search.

LABOR MARKET INFORMATION
Learn about high-demand, high-wage occupations near you, as well as, opening forecasts, wages and more!

EXPLORE

Career Exploration!

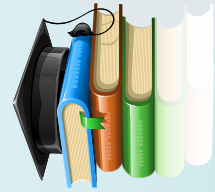


Finding a job can be a challenge! See what jobs are available in your area based on your interest and skills through career exploration surveys. This will allow you to seek high-wage, in-demand occupations with your interest and skill level.

Don't have the skills needed for your dream job? We may be able to pay for additional classroom or skills training. Talk with a Career Advisor to determine your eligibility.

Spotty work history or none at all?
Try-Out Employment is a "test drive" of your career interest and provides a work experience, up to 32 hours/wk, for youth and adults to earn an income while developing the soft skills and technical skills necessary to be successful in the workforce!

TRAIN



Have a skills gap?
On-The-Job Training is a hands on teaching method that allows you to learn a new occupation, based on your interest, while earning an income and gaining a permanent, full-time position upon successful completion of the training.

NEED YOUR GED?
Not having a high school diploma can hinder your job search! Let's get you referred to Adult Ed for your GED.

YOUTH CAREER SERVICES
We provide youth ages 16-24 with soft skills training, career exploration, job search skills, OJT opportunities & more



Become an Apprentice!
Registered Apprenticeship is a training system that combines on-the-job training with related educational training. You earn income from day one and incremental raises as skill levels increase.

Want to start a new career path?
You may qualify for classroom training and supportive services (as needed) to prepare you for your next chapter. Not only can we pay for tuition and books, but also help with mileage reimbursement, childcare, work clothing and more.

SEARCH

Once you've explored your career options and finished your training it's time to start job searching! Are you ready?

***Custom Resume**
Let's create a custom resume tailored to your job search & career goals.

***Interview Skills**
Schedule a mock interview for extra practice.

***Look the Part**
Are you dressed to impress your next potential boss?

UNEMPLOYMENT ASSISTANCE
Computers are available to file your unemployment claim. Workforce staff is available to help with filing a claim.

Search **KANSASWORKS.com** for jobs that meet your skill set and career path!

Apply for jobs using our computers, print out resumes at no cost, make follow up phone calls to employers and fax unemployment paperwork all under one roof! We're your one-stop shop for employment and career advancement opportunities.

CONGRATULATIONS!

You're gaining skills and moving up the career ladder!

FINISH





EMPLOYER RESOURCE GUIDE

»» ABOUT US

Southeast **KANSASWORKS** is your go-to source for job search assistance and employment related services in our 17-county service area.

We Serve All Kansans

We are committed to empowering Kansans with the resources, skills and education they need to compete in a highly competitive global economy. We know it's harder to find a job today without technical education or job training, so we are helping job seekers go further than ever before to get the skills needed to obtain stable, better paying jobs.

By leveraging and coordinating with our partner resources we are able to assist job seekers achieve their career goals, while providing a full range of services and assistance opportunities under one roof.

We serve all Kansans including those with disabilities, English language learners, laid off workers, low income individuals, migrant workers, military veterans, Native Americans, people involved in the criminal justice system, senior citizens and youth.

OFFICE LOCATIONS:

LYON	COFFEY	GREENWOOD	MIAMI	PAOLA
EMPIRIA	ANDERSON	WOODSON	ALLEN	CHANEUTE
			NEOSHO	LABETTE
		WILSON	CHANEUTE	INDEPENDENCE
			BOURBON	CHEROKEE
			CRAWFORD	PITTSBURG

- 800 W. 14th
Chanute, KS. 66720
620-432-0358 or 432-0443
- 215 W. 6th Ave, Suite 107
Emporia, KS. 66801
620-342-3355
- 317 N. Pennsylvania Ave.
Independence, KS. 67301
620-332-5904
- 9 S. Jefferson St.
Iola, KS. 66749
620-365-8128
- 1 South Pearl, Suite A
Paola, KS. 66071
913-937-9462
- 216 N. Broadway, Suite K
Pittsburg, KS. 66762
620-231-4250

Southeast **KANSASWORKS** offers numerous services to help you with your career, whether you are unemployed, underemployed, or seeking training. Our trained and dedicated staff will provide support through all aspects of your career development. All services are provided at no cost to job seekers.

- * Access to Labor Market Information
- * Career Development Seminars
- * Computer, Fax, Telephone & Copy Services
- * Education & Training Programs
- * Employment & Career Resources
- * Employment Search Skills
- * Financial Aid Information
- * Job-Matching Referrals
- * Resume/Interview Preparation
- * Scholarship & Training Information
- * Testing & Assessments

