

# The WorkPlace

*Your American Job Center*



# Career Counseling & Job Search Assistance



Don't forget ~ all of our services are **FREE!**



Assess your skills & interests

Develop a step-by-step job search plan

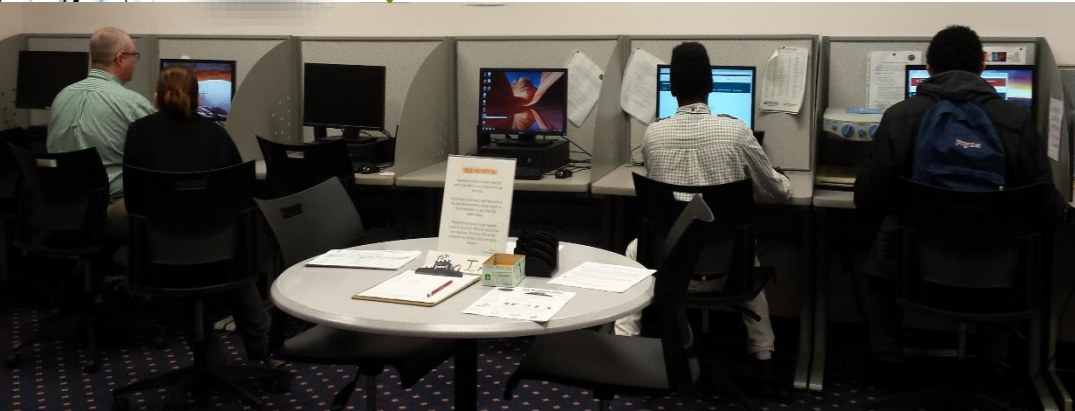


Match you to jobs in our area

# Job Finding Resources

## Resource Room

The hidden gem of our organization!



## Other Job Finding Resources

Email & Social Media Blasts

~like & follow us!~

**NYS Job Bank** ~ Where we post all of the jobs we receive!  
[www.newyork.usnlx.com](http://www.newyork.usnlx.com)

New York State  
**JOB BANK**

NYS  
DEPARTMENT  
OF LABOR

Keywords

Location(s)

job title, industry, keyword, or company

enter zip code

Home | [Select Language](#) | [v](#)

500+ jobs found in 13601 (within 25 miles)

Jobs 1 - 10 of 500+

Next >

Sort by: [Relevance](#) | [Date](#)

**Truck Drivers-Dedicated Account! Top Military Friendly Employer -- Werner Enterprises**

Werner Enterprises Inc. (Watertown, NY)  
first acquired 2017-3-14 2:57 AM

Share this job:



**Military Background? We want you! Truck Driver Career with Apprenticeship Program -- Werner Enterprises**

Werner Enterprises Inc. (Fort Drum, NY)  
first acquired 2017-3-14 2:56 AM

Share this job:



**Security Officer / Security Guard (Watertown, NY)**

G4S Secure Solutions (USA) Inc. (Watertown, NY)  
first acquired 2017-3-14 2:03 AM

Share this job:



**Delivery Driver/Warehouse**

Massey's Furniture Barn (Watertown, NY)  
first acquired 2017-3-14 1:43 AM

Share this job:



**Store Seasonal Employee - OUSTSIDE LAWN AND GARDEN**

Lowe's (Watertown, NY)  
first acquired 2017-3-14 1:14 AM

Share this job:



# Job Finding Resources

## Jefferson-Lewis Job Fair

Every Fall at the Hilton Garden Inn  
(weather permitting of course!)

Last year we had:



**Over 60  
Employers!**



**Over 600  
job openings!**

## Open Interviews!

Either at our office or at the business



### Harbor House Inn Open Interviews!

**Where:** **The WorkPlace**  
1000 Coffeen Street, Watertown

**When:** **April 23<sup>rd</sup> from 11:00 - 3:00**

**Hiring for permanent & seasonal staff, both full & part-time!**

#### Current Openings

Assistant Manager	Porter
Front Desk Specialist	Laundry Services
Night Manager Room	Guest Services

**Don't miss out on the opportunity to interview  
with this local employer!**

# Workshops

**Resume Assistance** ~ Usually 2-3 Thursdays a month!



- We'll help you design your resume
- And show you how to tailor it for each job you apply for

**Call 315-782-9252  
to sign up today!**



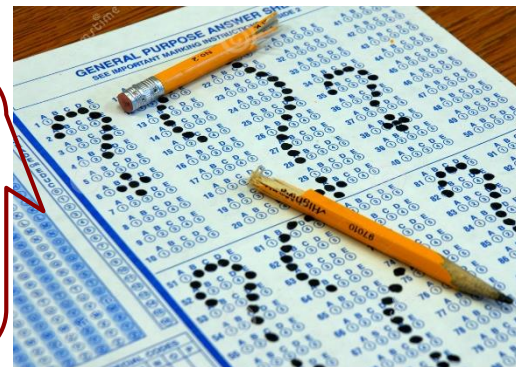
**State & Local  
Government**

## Interviewing Skills



This is a must if you've been on 5 or more interviews & not received a job offer.

Looking to apply for a civil service position? You need to attend this workshop!



# Veteran Services Office



- Dedicated Veteran Services office & staff. Our Veteran counselors are vets themselves & understand the unique challenges our vets & soldiers face.



# Programs

**Classroom Training** - You may be eligible for financial assistance if you're pursuing an education in a high-demand career field! Subject to funding availability of course!



**On-the-Job Training** – This program is a wage reimbursement to an employer for hiring someone who doesn't have all the skills or experience for a specific job. This is great for job seekers as it encourages a company to hire someone who will fit in with their business & then train them for the job.

If you see an ad on the NYS Job Bank that says “no experience necessary - we will train”, they are most likely using our OJT program!



The  
WorkPlace

Your American  
Job Center

# Programs

**Work for Success** — This program helps ex-offenders reenter the work force. We look at assisting these customers overcome multiple barriers while trying to match to employers that believe in second chances.

**Ticket To Work** — If you're receiving social security disability & would like to enter or reenter the work force, we can help! If for whatever reason we can't help, we can refer you to ACCES-VR or other programs that can.

**Federal Bonding** — Do you have any issues in your background that's preventing you from landing a job? Some examples that may qualify include: Poor credit or bankruptcy, Public Assistance recipient, Ex-offender, or a Dishonorable discharge. A Federal Bond may be an option for you! Call the State Bonding Coordinator at (518) 485-2151.

# Youth & Young Adult Services

We have two programs for youth & young adults

**School Year Program** — This program is for 16-24 year olds. We help place you into a work experience position, into Classroom Training or On-the-Job Training. Work experience positions are usually 10-12 weeks during the school year, but are flexible.



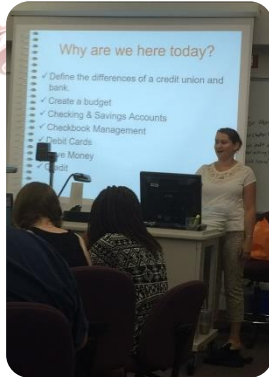
**Summer Program** — Our summer program is geared towards work experience, & is for 14-24 year olds. We place youth into worksites for 6-8 weeks during the summer. These positions

include: Child Care  
Food Service  
Kitchen  
Retail  
Recreation

Office  
Maintenance  
Librarian  
Manufacturing  
And more!



# Youth Workshops



## Other Activities include:

Manufacturing Day

Leadership & Business

Symposium

& more!

# Youth activities



# Partner Organizations



**Have questions on health insurance?** We have Fidelis & MVP Healthcare in our office on a regular basis to answer any questions you may have.

**ACCES-VR Orientation** – Twice a month ACCES-VR is in our office to help people with disabilities of all types. This orientation is a great chance to learn about the services they can offer



**Trades Applications** – We have applications at our front desk for quite a few of the trades unions. If we don't have the application for a specific trade, we can provide contact information.

**Adult Basic Education & English as a Second Language** - While we don't have these services in-house, we have great partners here to help! Both organizations can help with obtaining your High School Equivalency Diploma or improving your English language skills.

Jefferson-Lewis BOCES

[www.boces.com](http://www.boces.com)

315-779-7220

Literacy of Northern New York

[www.literacynny.org](http://www.literacynny.org)

Jeff Co: 315-782-4270, Lewis Co: 315-376-8188



# American Job Center Locations

## Jefferson County

The WorkPlace

1000 Coffeen Street

Watertown, NY 13601

Phone: (315) 782-9252

Fax: (315) 782-2073

TTY: (315) 782-8093

Hours of Operation:

Sept – June: Mon-Fri, 8:30-4:30

July & Aug: Mon-Fri, 8:00-4:00

## Lewis County

The WorkPlace

5274 Outer Stowe St.

Lowville, NY 13367

Phone: (315) 376-5800

Fax: (315) 376-5328

TTY: (315) 782-8093

Hours of Operation:

Mon-Fri, 8:30 am - 4:30 pm



[facebook.com/JeffLewisWorkplace](https://facebook.com/JeffLewisWorkplace)



[twitter.com/JeffLewisWorks](https://twitter.com/JeffLewisWorks)



[linkedin.com/company/the-workplace](https://linkedin.com/company/the-workplace)

Website: [www.jefflewisworkforce.com](http://www.jefflewisworkforce.com)