



# CT Works East How Can We Help You?

## We Can Help with Your Hiring & Training Needs

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### Free Online Job Postings --- JobCentral

Save substantial amounts of money on your hiring needs when you register, post jobs and search resumes on CT JobCentral, the state's free online job bank. You can post jobs to find qualified employees, as well as search the resume database which contains thousands of potential candidates. JobCentral provides a huge savings for businesses compared with other online job posting services. You choose how you want applicants to reach you, including applying directly to your company website.

To register your business, visit [www.jobcentral.org/ct](http://www.jobcentral.org/ct).

Call us for assistance with registering, posting jobs and searching resumes for **free**. It's EASY!

### On-Site Employer Recruitments

Host an Employer Recruitment at one of the convenient CTWorks locations. It's like one-stop shopping when you have multiple job openings. Your hiring event can be a few hours, or held over several days – whatever best suits your needs. Holding a hiring event at CTWorks is especially convenient for new businesses under construction that do not have space at their facility.

### On-the-Job Training Program

The On-the-Job Training program offers you a unique opportunity to hire screened applicants, while saving a substantial amount on training costs.

On-the-Job Training contracts are paid for by the Eastern Workforce Investment Board (EWIB). You can receive a reimbursement of at least 50% of the employee's wages during the training period (a minimum of 8 weeks, maximum of 26 weeks). Applicants must meet certain guidelines to be eligible for the program – they must be certified as a Dislocated Worker (someone who was laid off from a job) OR qualify as a WIA (Workforce Investment Act) Adult meeting certain income guidelines. Jobs must be at least 32 hours per week.

Trade Adjustment Assistance – On-the-Job Training Program

Reimbursements last from two to nine months depending on the complexity of the job and skill level.

### Wired for Work Online Training

Online training provides your employees the opportunity to upgrade their skills through effective and affordable online learning. There are over 3,500 business courses to choose from, including the latest software programs, customer service and sales skills, and just about everything else you can imagine. In addition, there are over 400 healthcare courses available.

Companies with less than 100 employees pay only \$65 per employee for UNLIMITED online training for 90 days\*. Companies with more than 100 employees pay \$130 per employee. (\*Employees who complete at least 30 hours of online training can be eligible to extend their training period for another 90 days for an additional \$65.)

### **Incumbent Worker Training**

You may be able to receive grants to train existing employees, either on- or off-site to improve productivity and overall competitiveness. If approved, the Eastern Workforce Investment Board (EWIB) will reimburse at least 50% of the training costs. This is a competitive process offered on a limited basis, subject to funding availability.

### **21<sup>st</sup> Century Incumbent Worker Training Program**

The program reimburses up to 50% of training costs to develop skills from basic workplace literacy to advanced engineering and information technology (examples include modern manufacturing design & production techniques, fuel cell technology, lean manufacturing, and bioscience manufacturing and research).

### **Green Jobs Incumbent Worker Training**

The Green Jobs Incumbent Worker Training Program provides Green business with the resources to invest in the region's workforce, improve employee skills, and to maintain the economic strength and viability of the region's Green businesses. The program's focus is on training CT workers in Green careers in 1) Energy Efficiency, 2) Renewable Energy, & 3) Environmental Protection. At least a fifty percent (50%) match to the cost of the training is required. If a worker is paid during training, a company may apply the wages paid toward the match. The value of additional in-kind contributions should also be noted. A company may also choose to make a cash payment equivalent to 25% of the cost of the training in lieu of the in-kind contribution.

### **Early Warning Demonstration Program**

In today's economy, Connecticut's manufacturing companies are competing with businesses on a global level. As a result, employers may be forced to streamline or reinvent their operations to remain competitive. When these workplace changes take place, employees in these companies may find themselves disadvantaged because of outdated skills and facing possible dislocation. Connecticut's Early Warning Demonstration Program can provide much needed assistance to the employer who is not able to make the needed investment in training their workers. Matching grants, based on company size, are available for workforce training as a means to remain competitive and retain employees.

*Programs and Services information accurate as of June 21, 2011 and is subject to change. Please visit [www.ewib.org](http://www.ewib.org) for the most up-to-date information.*

### **Other**

We provide a host of other services including:

- **Labor Market Information** (wage surveys, employment trends, job growth and unemployment statistics),
- Information about **Tax Credits** through the Work Opportunity Tax Credit program. You may be eligible to receive tax credits up to \$4,800 or more.
- **O\*Net** - the nation's primary source of occupational information. This is a great tool for creating job descriptions and researching salary data for a particular position. ([www.onetonline.org](http://www.onetonline.org))

### **About CTWorks East**

*CTWorks East Centers are designed to unify numerous training, education and employment programs into a single, customer-friendly system. Our partners collaborate to provide seamless core services to job seekers and employers to ensure that our region's resources are being utilized. Anyone, whether job seeker or employer, can come into any CTWorks East Center and access our free services.*

*CTWorks plays an instrumental role in employee recruitment, coordinates regional job development, provides support for economic development and retention, and promotes lifelong learning. The Business Services Team is available to assist employers with their hiring and training needs at no cost. For more information, visit [www.ctdol.state.ct.us](http://www.ctdol.state.ct.us).*

### **About the EWIB**

*The Eastern Connecticut Workforce Investment Board (EWIB) is a non-profit agency mandated through the federal Workforce Investment Act (WIA) of 1998. The EWIB oversees many workforce-related programs and agencies funded from a variety of sources, including the operations of the four regional CTWorks East Centers located in Danielson, New London, Norwich, and Willimantic.*

*The EWIB works to identify the changing needs and resources of each of the 41 towns located in its service delivery area and develop a strategic consensus among community leaders to ensure that training programs continue to meet the needs of local employers and job seekers. For more information, visit [www.ewib.org](http://www.ewib.org).*

**Thank You for This Opportunity! We Look Forward to Helping YOU!**