

EMPLOYER SERVICES

CareerSource Citrus Levy Marion offers innovative solutions to assist businesses in Citrus, Levy and Marion counties with recruitment, retention and training. An average of 1,600 businesses are served each year.

No-cost services include:

- **Online job posting** where employers can post openings and reach hundreds of thousands of job seekers across Florida or hone in on local talent.
- **Exclusive hiring events** are marketed to candidates throughout the CareerSource Citrus Levy Marion system and promoted on our website, through our owned media and other means. These events include coordination and logistics as well as staff support and expertise.
- **Job Fairs** showcase a variety of openings to a large and diverse group of job seekers in fast, efficient manner.
- **Training award programs** may cover up to 100 percent of out-of-pocket costs to train existing staff or up to 50 percent of a new employee's wages while they are being trained on the job.
- **Research** on labor market information such as wages and talent pool availability that companies may use to guide business decisions.
- **Human resource management** assistance that can provide companies with information about job descriptions, skill testing and compensation planning
- **Outplacement assistance** including helping companies plan a layoff and providing group counseling to affected employees detailing job seeker services.

JOB SEEKER SERVICES

CareerSource Citrus Levy Marion provides guidance, tools and resources that job seekers need to find a job or advance in their career. On average, more than 36,000 job seekers receive no-cost employment and training-related services each year. Services include:

- **One-on-One Career Consultation** with placement specialists for career planning and counseling.
- **Placement Services** including job leads/referrals, resume writing assistance, training opportunities, veterans and youth programs and information on community resources.
- **Online job bank** at www.careersourceclm.com via the Employ Florida Marketplace (EFM).
- **Employability Workshops** to sharpen skills to land the interview and the job, including computer basics, targeted resumes, how to navigate the new world of work, overcoming barriers to employment.
- **Recruiting Events/Job Fairs** from hiring events exclusive to single employers with multiple positions to regional job fairs with multiple employers in one place.
- **Skills Assessments** to prove to employers you have the skills needed for the job, as well as career/interest and aptitude testing.
- **Resource Rooms and Mobile Resources** provide easy access to a variety of must-have resources including computers with Internet access, basic Microsoft Office software, copier, fax machine, printers, online resume building tools, career information and online tutorials/eLearning.
- **Scholarships for training** available to those who qualify, contingent on available funding.

800-434-JOBS | www.careersourceclm.com