

The Town of Hempstead Department of Occupational Resources

Eric C. Mallette, Commissioner/WDB Director

HempsteadWorks is a One-Stop Career Center that is currently providing free *online* services that helps people find jobs, access training and develop their careers

VIRTUAL COMPUTER WORKSHOPS

- Microsoft Word I & II
- Excel I & II
- Powerpoint



Hempstead also offers special services for Veterans, Youth (ages 18-24) and Individuals with Disabilities

For More Information:

Please call:

516-485-5000, ext. 1160

Or visit our website:

www.hempsteadworks.com

ONLINE CAREER AND TRAINING SERVICES

- Labor Market Information
- Assessment
- Development of Individual Employment Plans
- Workshops and individualized counseling regarding job search methods, interviewing skills, resume writing, salary negotiation, follow-up, etc.
- Workshops for using social media in job search
- Computerized Job Matching
- Referral to Employers
- On-Site Job Fairs
- Referral to partner organizations, such as ACCES-VR, Job Corps, Mature Worker Program and more
- Remote On-The-Job Training
- Online Classroom-Based Occupational Skills Training (for a variety of demand occupations (based on the availability of funding))

BUSINESS SERVICES

- Online recruitment of new workers
- Assistance in accessing grant funds to train new and current employees
- Development of On-The-Job Training and Customized Training programs
- Information regarding tax credits and financial incentives

