WYOMING
WORKFORCE CENTERS
JOB SEEKER SERVICES
How can we help you?
We work to help you get to work.
JOB SEEKER SERVICES

✓ Assistance with registering on WyomingAtWork
✓ Resume creation and ongoing resume support
✓ Completion of Job Applications (online or paper)
✓ Interview preparation, to include mock interviews
RESOURCE ROOMS

- Internet access.
- Unemployment Insurance phone and online access.
- Scan, copy, and fax assistance.
- Mail assistance.
VETERAN SERVICES
Serving those who serve us.
VOCATIONAL REHABILITATION
WyomingAtWork can work for you, and it is free service for Wyoming job seekers.
✓ Access and search for jobs throughout Wyoming
✓ Save and apply directly on W@W for open positions
✓ Upload resumes
✓ Create job alerts
✓ Job-matching system
✓ Online learning resources
**JOB MATCHING SYSTEM**

Matches your skills to job openings

Notification sent to you on positions that match your skills

Employers and Workforce Center staff use the system to search for qualified individuals
RESUME BUILDER
Another great tool that matches you to job openings!
✓ If you don’t have a resume in W@W, you can use the Resume Builder and create one.
✓ Employers and Workforce Center staff search the database for candidates who have an online resume in W@W.
✓ This is how we match jobs with job seekers!
JOB SEARCH
✓ We work directly with employers to post job ads on our website.
✓ You can enter “keywords” and the system will search for that exact word that is found in current job postings – or - You can click the “Search” button and all job postings for that location will come up.
✓ Spider software
JOB ALERTS

✓ Alerts search WyomingAtWork for you daily or weekly for jobs that match a specific keyword (i.e., construction, driving, etc.)
✓ A message is sent to your Message Center or, if you select, to your email account or phone when a match is found.
WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)

Designed to strengthen and improve our workforce system and help individuals, including youth and those with barriers to employment, enter into high quality jobs.

WIOA is a federally funded, state mandated program administered by the Department of Workforce Services.
Services provided through WIOA are individualized based on participant needs, but could include:

✓ Assessments of skills, aptitudes, abilities, interests, and service needs
✓ Development of an individual employment plan or service strategies
✓ Creation and implementation of a plan to achieve goals
✓ Career Counseling and guidance
✓ Support Services, when there is a need
✓ Training in high-demand, high growth occupations that lead to self-sustainable wages (Occupational Skills training, on-the-job training)
WIOA PROGRAMS
ADULT
DISLOCATED WORKER
Please call your local Workforce Center to discuss your interest and to schedule an appointment. The Workforce Specialist can guide you through the application process.
We are here to help. Here is where you can find us.

To see a full listing of locations and services, visit:

wyomingworkforce.org/contact/all/
THANK YOU.
WE LOOK FORWARD TO SERVING YOU SOON!