

A proud partner of the American Job Center Network

## AT YOUR SERVICE...

Open Monday - Friday, except for state holidays

Novi

(248) 926-1820

31186 Beck Road Novi MI 48377

Oak Park

22180 Parklawn Street Oak Park MI 48237

(248) 691-8437

**Pontiac** 

1850 North Perry Street Pontiac MI 48340

(248) 276-1777

Southfield

21415 Civic Center Drive, Suite 116 Southfield MI 48076

(248) 796-4580

Trov

(248) 823-5101

550 Stephenson Highway, Suite 400 Troy MI 48083

Waterford

7500 Highland Road Waterford MI 48327

(248) 617-3600





@OaklandMIWorks

**Equal Opportunity Employer** Program auxiliary aids and services are available upon request to individuals with disabilities Michigan Relay Center or 711

Funded By:

David Coulter, Oakland County Executive Oakland County Workforce Development Board Michigan Department of Labor and Economic Opportunity



Get an edge on your career with the resources at Oakland County Michigan Works!

DAVID COULTER OAKLAND COUNTY EXECUTIVE



## Oakland County MIÇHIGAN WYRKS! TALENT -SERVICES-



- ✓ Finding a Job
- ✓ Training
- ✓ Career Management

OAKLANDCOUNTYMIWORKS.COM 1-800-285-9675

# Oakland County MICHIGAN WY RKS!

## WE ARE HERE TO HELP YOU FIND YOUR NEXT JOB

Join the more than 350 people that visit an Oakland County Michigan Works! office every day.

## FIND THE JOB

That is Right for You



### **Job Search Resources**

Access job postings and descriptions, labor market and career research information, business directories, industry-specific publications and networking groups.



## Pure Michigan Talent Connect MITalent.org

Create a resume, search job opportunities and career events, and obtain information on unemployment registration and registering for work.



### Technology/Social Media

Utilize our network of technological offerings including free internet and computer access with links to career resources, professional social media sites, the latest MS Office and printing/fax.

## **IMPROVE YOUR RESULTS**

With Great Resources



#### Workshops & Events

Present yourself in the best light by attending workshops on resume writing, networking, interviewing and social media. Hone your skills by participating in on-site interviews, job fairs and Southeast Michigan talent events.



#### **Education & Training Programs**

- Meet with an advisor regarding tuition assistance for skill upgrades and certifications.
- Learn about on-the-job training, internship and apprenticeship opportunities.
- Register for free online Microsoft Office training.
- Explore post-secondary education and financial aid information on MITalent.org; skilled trade options at MITradeSchool.org.
- Visit AdvantageOakland.com and view the Oakland County Apprenticeship Book listings.

## TAKE CHARGE

Of Your Career



#### **Career Management**

Meet with a career advisor to review your resume. Explore your career options and develop a job search plan. Assess your skills and abilities. If you want to start your own business, visit Oakland County's One Stop Shop for a free business consultation.



#### **Examine Job Trends**

- Skilled trades are in high demand across the United States.
- High paying jobs are available in fast growing job clusters like IT/Tech and advanced manufacturing.
- The healthcare sector is one of Southeast Michigan's largest employers.



#### Veterans' Services

As a veteran, you receive priority service for training and jobs, as well as access to special resources.

Contact Us
OaklandCountyMIWorks.com
1-800-285-9675

