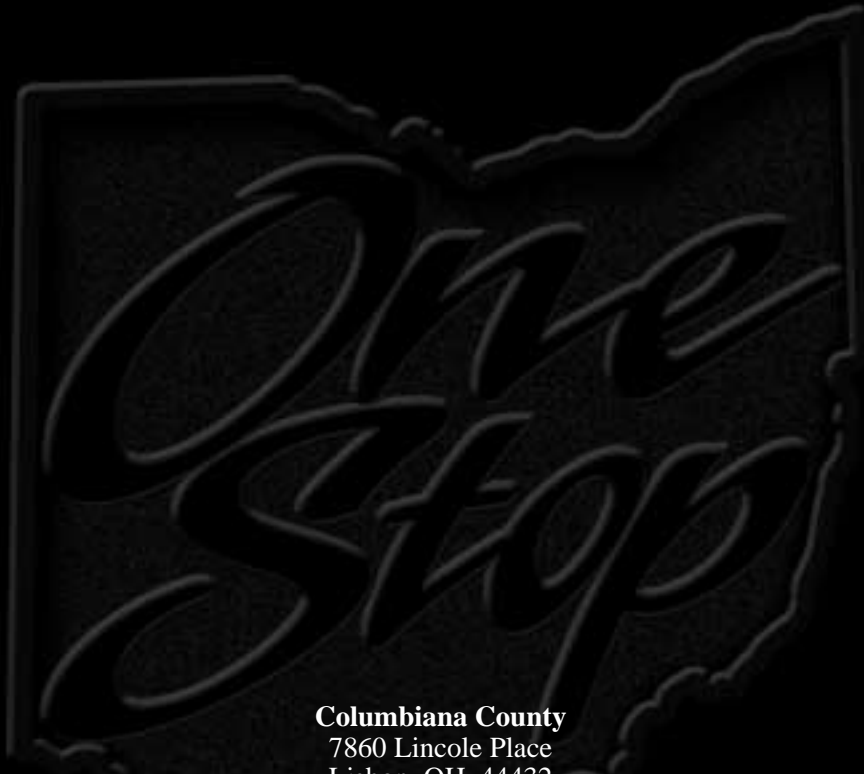


## Employer Services

The following is a list of some of the services available to you:

- job listing
- job matching
- applicant screening
- assessment
- proficiency testing
- mass recruitment
- tax credit information
- labor market information
- on-the-job training



**Columbiana County**  
7860 Lincolne Place  
Lisbon, OH 44432  
Phone: (330) 420-WORK [9675]  
Fax: (330) 424-7313

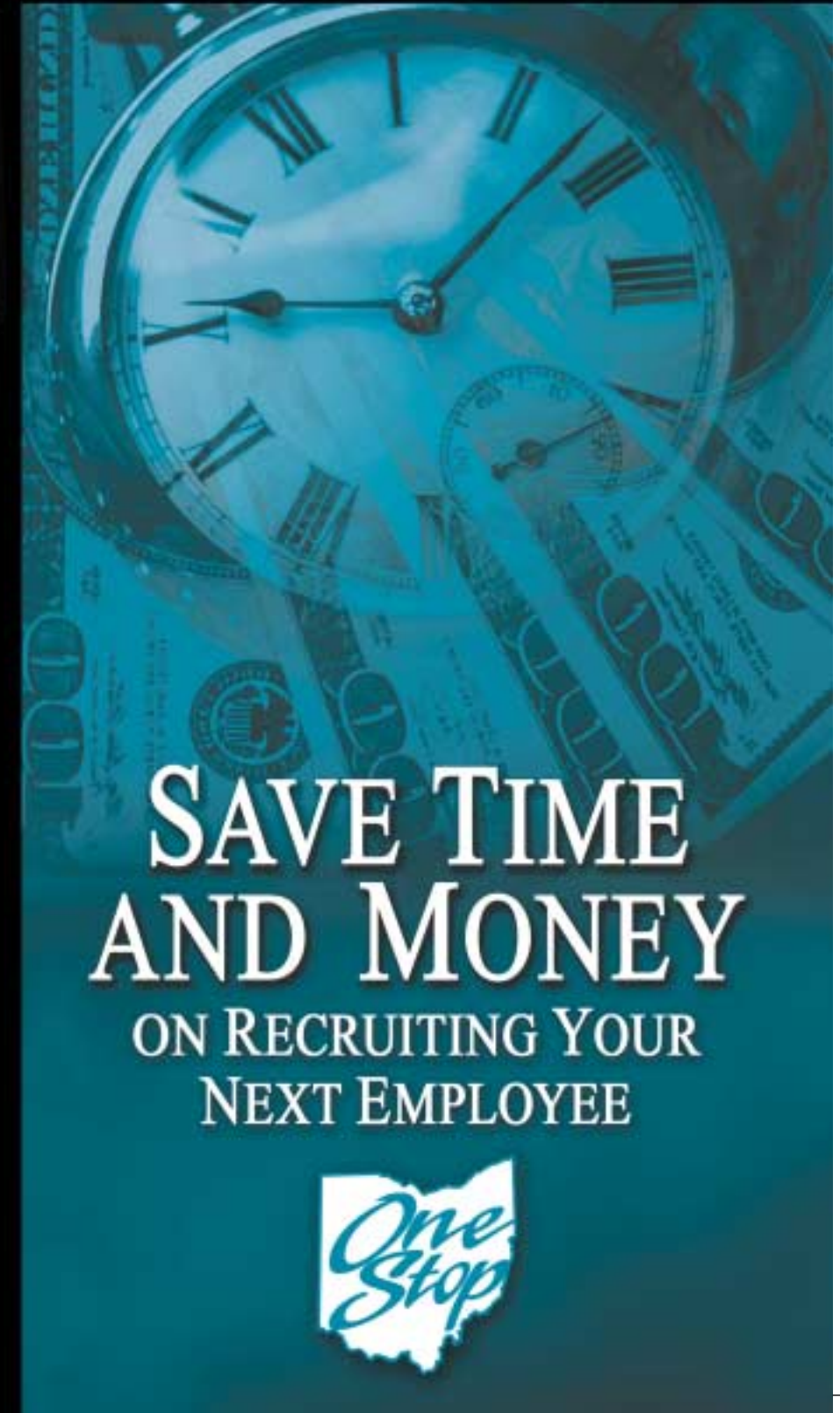
**Mahoning County/Boardman Plaza**  
149 Boardman-Canfield Rd.  
Boardman, OH 44512  
Phone: (330) 965-1STP [1787]  
Fax: (330) 965-1788

**Trumbull County**  
147 W. Market St.  
Warren, OH 44481  
Phone: (330) 675-2179  
Fax: (330) 675-2008

Trumbull,  
Mahoning &  
Columbiana  
Counties



*Where Employers and Job Seekers Connect*



**SAVE TIME  
AND MONEY  
ON RECRUITING YOUR  
NEXT EMPLOYEE**



**S**o your company needs to hire a new employee? Did you know that on average it costs employers thousands of dollars just to hire one new employee?

Think about all the time and money involved in this process: writing a job description...running help wanted ads...sifting through countless resumes (many of which have no relation to the actual job you're trying to fill)... setting up interviews...interviewing, etc.

With One-Stop Workforce Centers you can stop wasting company time and money on hiring and concentrate more on increasing your bottom line.

One-Stop Workforce Centers enable everyone from HR professionals at large firms to one- and two-person businesses to:

- minimize recruitment and hiring costs
- save advertising and agency costs
- reduce administrative burdens
- speed the hiring process
- hire more qualified candidates



## Recruit Good Employees

Finding and developing skilled, conscientious employees is always a top priority.

Through One-Stop Workforce Centers, you have access to the area's most extensive and talented labor pool. Over 175,000 job seekers are registered on our computer job match system.

## Your Employee Search Is as Easy as 1, 2, 3

1

Call your local One-Stop to register. Within minutes, a staff representative can obtain information for job orders and instantly start the employee recruitment process on our computer job-matching system (or contact via fax job form or register online).

2

Using SCOTI (Sharing Career Opportunities & Training Information), Ohio's largest free labor exchange system, we match qualified candidates meeting education and experience requirements specified by your company.

3

Our staff will then.....

- contact the job-seeker
- pre-screen resumes or applications
- coordinate interviews at your request



## Customized Mass Recruitment Services

Includes application processing, pre-screening, testing and interview scheduling — tailored to meet your needs...at your place or ours.

## Labor Market Information

Get current trends affecting employment, including wages, tax credits and more.

## Use Our Resource Room

Conference space, interview rooms, telephones, office equipment and staff are available to serve your recruitment, orientation or training needs.

## How Much Does It Cost?

Your FUTA taxes finance our programs. One-Stop services are free.

Hourly, Technical and Professional candidates available.

