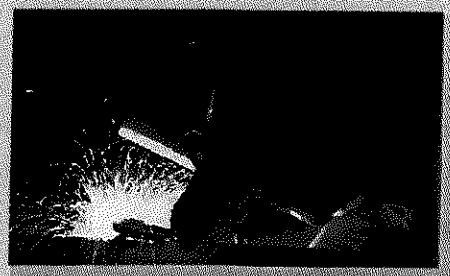
ADVANCE YOUR CAREER

WITH THE FREE SERVICES PROVIDED BY YOUR

WORKFORCE INVESTMENT BOARD!



PERSONAL ENRICHMENT & ADVANCEMENT

- Career planning
- Individual employment counseling
- Staff-assisted placement services
- Individual employment plan
- On the job and vocational training as determined by an individual assessment
- Personal coaching/mentoring

JOB SEARCH & CAREER EXPLORATION

- Career assessments
- Job search resources
- Computer workstations
- Internet access
- Job leads
- Library resources
- Referrals to partner agencies

RÉSUMÉ & INTERVIEW WORKSHOPS

- How to write a résumé
- Successful interview techniques
- How to find the hidden job market
- Dress for success

COUNTY OF
SAN BERNARDINO

DEPARTMENT OF WORKFORCE DEVELOPMENT

www.csb-win.org - 1.800.451.JOBS (5627)

Rancho Cucamonga - 9650 9th Street
909.941.6500

San Bernardino - 658 E. Brier Drive, Suite 100
909.382.0440

High Desert ERC - 17310 Bear Valley Road, Suite 109
Victorville, CA, 92395
760.552.6550

EQUAL OPPORTUNITY PROGRAM. AUXILIARY AIDS AND SERVICES AVAILABLE UPON REQUEST TO INDIVIDUALS WITH DISABILITIES. CALIFORNIA RELAY SERVICE 711

Robert A. Lovingood, First District Supervisor | Janice Rutherford, Second District Supervisor
James C. Ramos, Third District Supervisor | Gary Ovitt, Fourth District Supervisor
Jose Gonzales, Fifth District Supervisor

Gregory C. Devereaux, Chief Executive Officer | Mary Jane Olhasso, Economic Development Agency Administrator

¡PROGRESE EN SU CARRERA
CON LOS SERVICIOS GRATIS QUE LE PROPROCIONA SU JUNTA DE INVERSIÓN EN LA FUERZA LABORAL!

ENRIQUECIMIENTO Y PROGRESO PERSONAL

- Planificación de carrera
- Asesoramiento individual de empleo
- Servicios de colocación con ayuda del personal
- Plan individual de empleo
- Entrenamiento en el trabajo y vocacional según se determine por una prueba individual
- Capacitación/consejería personal

BÚSQUEDA DE EMPLEO Y EXPLORACIÓN DE CARRERAS

- Evaluaciones para carreras
- Recursos para la búsqueda de empleos
- Lugares con computadora
- Acceso al Internet
- Pistas de empleos
- Recursos bibliotecarios
- Recomendaciones a agencias aliadas

TALLERES DE RÉSUMÉ VITAE Y ENTREVISTAS

- Cómo escribir un résumé
- Técnicas exitosas para entrevistas
- Cómo encontrar [illegible] de empleos
- Cómo vestir para triunfar

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PROGRAMA DE OPORTUNIDAD IGUAL. AYUDAS AUXILIARES Y SERVICIOS DISPONIBLES A SOLICITUD PARA PERSONAS CON DISCAPACIDADES. SERVICIO PARA RETADOS DE LA AUDICIÓN 711

Robert A. Lovingood, First District Supervisor | Janice Rutherford, Second District Supervisor
James C. Ramos, Third District Supervisor | Gary Ovitt, Fourth District Supervisor
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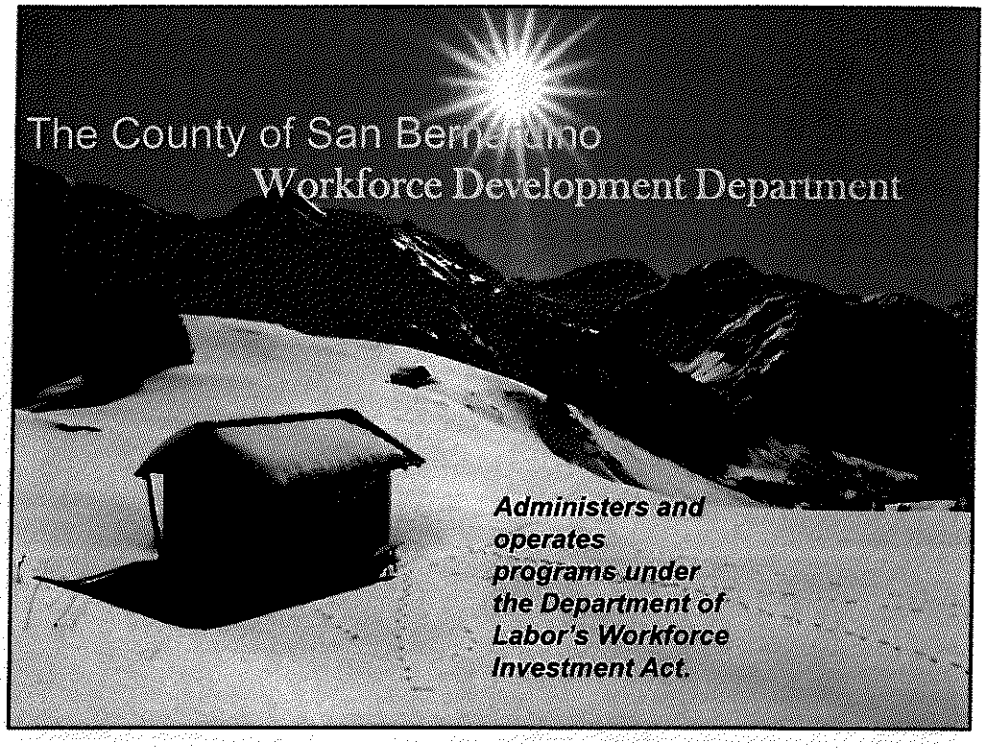
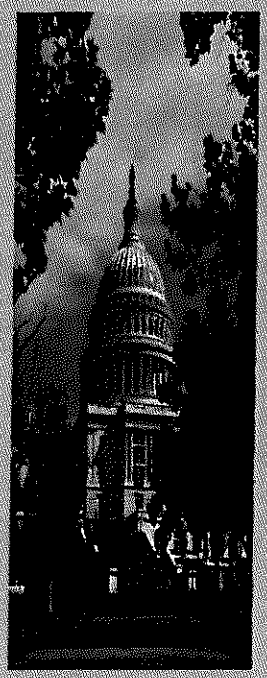




The federal Workforce Investment Act (WIA)

Offers a comprehensive range of workforce development activities through statewide and local organizations.

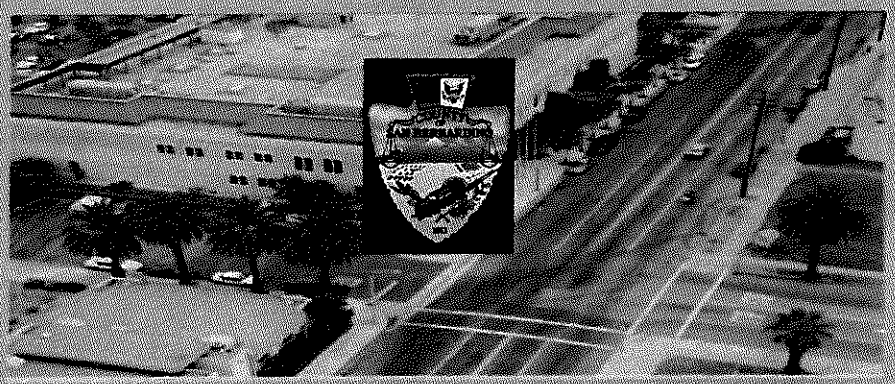
Available workforce development activities provided in local communities can benefit job seekers, laid off workers, youth, incumbent workers, new entrants to the workforce, veterans, persons with disabilities, and employers.

The purpose of these activities is to promote an increase in the employment, job retention, earnings, and occupational skills improvement by participants.

This, in turn, improves the quality of the workforce, reduces welfare dependency, and improves the productivity and competitiveness of the nation.

W I B

The County of San Bernardino Workforce Investment Board is comprised of Business Sector representatives and other WIA Mandated members.



The WIB 's role is to convene appropriate parties around workforce issues and develop solutions to build a better community within San Bernardino County

Services include career counseling, job search, assessment and occupational training services.

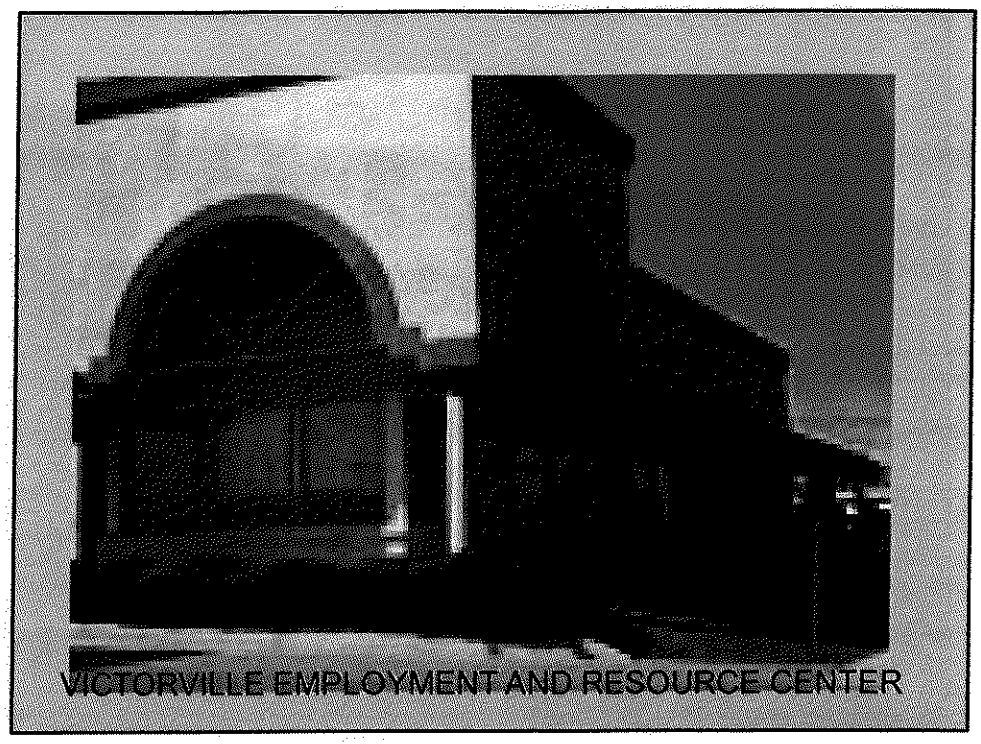
Those services are delivered to job seekers and businesses in three district offices located in:

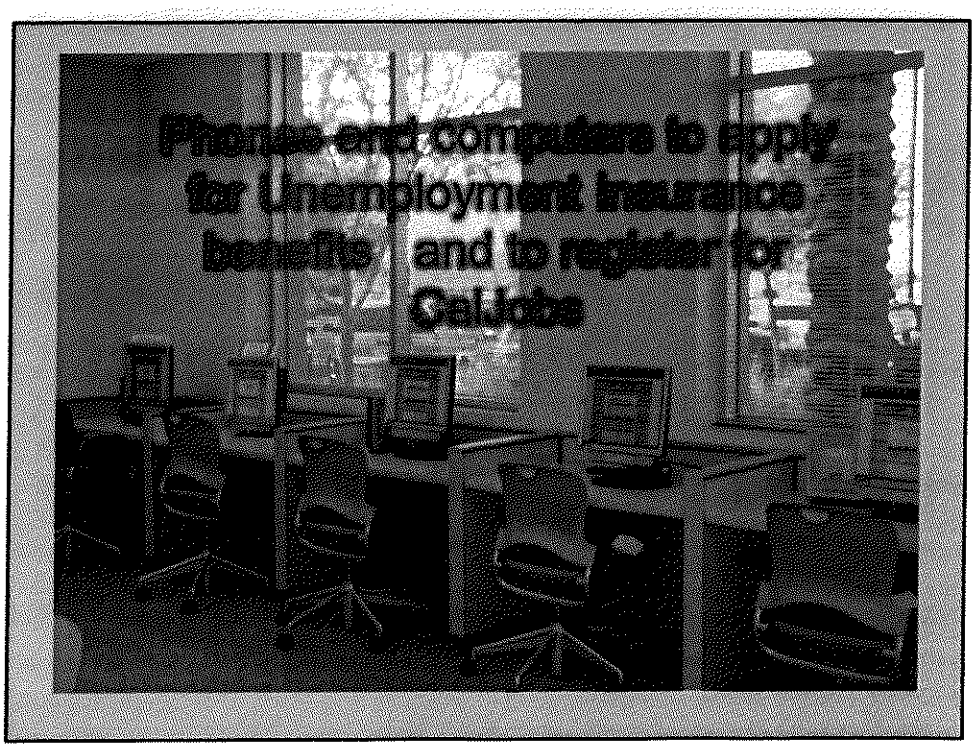
- RANCHO CUCAMONGA
- SAN BERNARDINO
- VICTORVILLE
- And the Department's Website

WWW.CSB-WIN.ORG

RANCHO CUCAMONGA
EMPLOYMENT RESOURCE CENTER

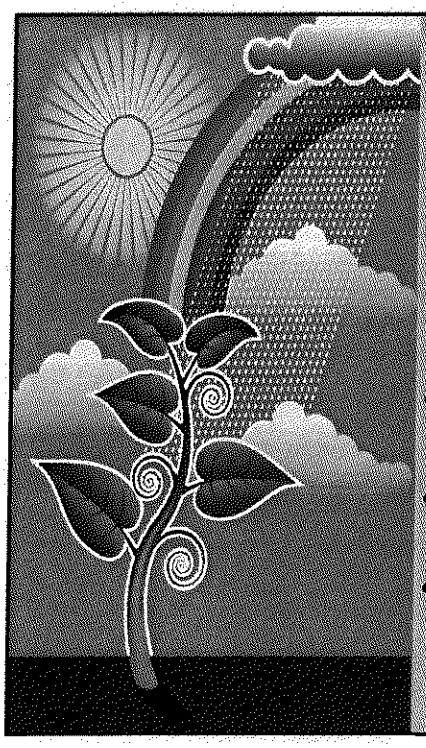
RESOURCE CENTER


VICTORVILLE EMPLOYMENT AND RESOURCE CENTER


Phones and computers to apply for Unemployment Insurance benefits and to register for CalJobs

ERC

JOINT EFFORT OF
VARIOUS AGENCIES
WORKING TO HELP YOU
REACH YOUR GOALS



PARTNERS

- Workforce Development (WDD)
- Employment Development (EDD)
- Aging and Adult Services (DAAS)
- Youth Employment Opportunity Program (YEOP)

Employment Resource Centers' Services

- Job Fairs / Recruitments
- Referrals to prospective employers
- Veteran Representatives
- Staff assistance with job search, training and placement assistance

ERC RESOURCE ROOM

✓Phones
✓Computers with internet access
✓Fax and copy machines
✓Assistive technology
✓Resource Library

All Resource Room equipment is for job searching activities only.

Employment Resource Center
WORKSHOPS
–Interviewing
for Success
Searching
–Applications
–Transferable Skills
–Resumes
–Power Statements
–Job Readiness

ONLINE EMPLOYMENT
County's Workforce Investment Network (CSB-WIN)
find local jobs
explore careers
other resources
create resume and cover letters
labor market data
www.csb.win.org

QUESTIONS?