



**RI Department of Labor and Training**

# **Business Workforce Center**

## **Workforce Assistance for Employers**

Reduce the time and costs associated with the hiring process and make smarter business decisions with the help of the Business Workforce Center at the RI Department of Labor and Training.



## **BUSINESS WORKFORCE REPRESENTATIVES CAN HELP:**

*Connect you to a pool of motivated and qualified candidates.*

*Assess applicants for work skills that match your needs.*

*Customize recruitments and job fairs to your business, industry or geographic area.*

*Connect your company to grants and tax credits.*

*Support your workforce during a transition.*

*Guide you to services offered by other government agencies.*

**BUSINESS WORKFORCE CENTER at the RI DEPARTMENT OF LABOR AND TRAINING**  
1511 Pontiac Avenue, Cranston, RI 02920 • [www.dlt.ri.gov](http://www.dlt.ri.gov) • 888-616-JOBS • TTY via RI Relay 711

Equal Opportunity Employer • Auxiliary Aids and services are available upon request to individuals with disabilities.



### Job Matching

As part of the free services offered by the Business Workforce Center, our representatives can help you craft job descriptions and screen applicants. You can also search through our résumé database yourself and post your own job openings directly to our job board through our new job searching system, EmployRI.org. Through the EmployRI virtual recruiter function, candidates with matching skill sets can be automatically referred to you as soon as they post their résumés to our system.

### Skills Assessment

Recently, the Business Workforce Center and netWORKri have invested in a new online tool entitled Prove It!. Prove It! assesses the specific skills a candidate must possess—such as math, computer or customer service skills—in order to perform the job for which he or she is applying. Not only does it help an employer verify a candidate's competencies, but it can also illuminate skill gaps that a candidate could address through training.



This multi-employer job fair was organized by Business Workforce Representatives and held at the Warwick Mall.

### Customized Recruiting

Our representatives can create a unique recruiting strategy to meet your company's needs. We can arrange small-scale recruitments at any of our netWORKri career centers, or we can plan a large-scale job fair for your business, your industry or your geographic area. Alternatively, if you are planning your own recruitment event, our staff can assist with intake, traffic management and other related tasks.

### Publicizing

Once you place a job order with the Business Workforce Center, our representatives can help publicize your opening or recruitment through local media outlets. We can also create promotional materials for display at netWORKri and other local community-based organizations. If you choose, we can feature your job opening in our weekly listing of "Featured Jobs," which is available on our web site and through a special Hot Jobs RSS feed.

## Featured Jobs

### Tax Credits

Representatives of the Business Workforce Center can help you determine which tax credits may apply to particular company. State tax credits include:

#### RI Jobs Training Tax Credit

#### Work Opportunity Tax Credit

#### RI New Employment Tax Incentive

#### Jobs Training Tax Credits for Apprenticeships

#### Jobs Growth Act Tax Credit (with RIEDC)

#### Investment Tax Credit (with RIEDC)

They may also help you connect to federal tax credits that encourage small business workforce expansion and the hiring of disadvantaged groups.



Director of Labor and Training Charles J. Fogarty visits a pre-CNA training class at the Providence Public Library.

### Training

Training improves worker retention and productivity, and can keep your business competitive in a global environment. The Business Workforce Center can connect you with a number of Governor's Workforce Board matching grant opportunities for new and existing workers that can help you skill up your workforce. They can also connect you to On-the-Job Training (OJT) and customized training options offered through your local workforce investment board.

### Help in Hard Times

Business Workforce Center representatives can also help your business navigate through economic downturns, reductions in workforce or company closures. The Department of Labor and Training's **WorkShare** program can help you retain valuable employees during a temporary (non-seasonal) slowdown through a combining reduced work hours with partial unemployment insurance benefits for affected employees. Or, if your company is experiencing large-scale layoffs, the department's **Rapid Response** Unit can provide timely, comprehensive services to affected workers.

## Business Workforce Center Success Stories

*Department of Labor and Training Business Services clients have included:*

Adil Business Systems

Aspen Aerogel

Bank of America

Bayada Nurses

BJ's Wholesale

Bradford Printing & Finishing

Cox Communications

Cumberland Farms

CVS

FM Global

FedEx

General Dynamics/Electric Boat

Home Depot

Interplex Engineer Products

Kent Hospital

Kraft Sports Group

National Grid

NUWC

Ocean House

Ocean State Job Lot

Pentair

Southwest Airlines

Stanley Bostitch

Toray Plastics

United Neighborhood Health

United Parcel Services

Visiting Nurse Association of RI

Yushin America

### WALK-IN SERVICES

#### *No Appointment Necessary*

Employers are invited to visit our staff at Business Workforce Center any weekday, 8 a.m. to 4 p.m. We are located on the first floor of Building 72 of the Pastore Complex, 1511 Pontiac Ave., Cranston. The center is accessible via the main entrance of the Department of Labor and Training.

### Contact us

If you wish to schedule an appointment with a Business Workforce Representative, please call the Business Workforce Center at **888-616-JOBS (5627)** or contact a representative directly.

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The Business Workforce Center is a unit of the Workforce Development Services Division, overseen by Assistant Director Sue Chomka.