What can an OhioMeansJobs Center do for you?

**Services**
The OhioMeansJobs Center offers resources and services at no charge to job seekers and employers.

**Services**
**BASIC CAREER SERVICES** are available to all job seekers.
- Resource room which includes access to computers, phones, fax and copiers.
- Internet access
- Independent Résumé Development Software Program
- Computer and Employment Workshops
- Résumé and Cover Letter Assistance
- Job Banks and Available Job Listings
- Hiring Events and Job Fairs
- Priority of services to U.S. military veterans and spouses

**TRAINING SERVICES** may be available to individuals who have received individualized Career Services, have not become successfully employed and meet eligibility and suitability criteria.
- On-the-Job Training
- Adult Education and Literacy

**BUSINESS SERVICES** are available to Hamilton County Employers
- Customized business services
- Hiring events and job fairs
- On-the-Job training program to help offset the cost of training a new hire

**Resource Room**
- A self-service resource room is available on a walk-in, first come first served basis.
- Computer usage is limited to a 120 minute timed session.
- The resource room offers internet-ready computers where job seekers can search and apply for open positions or create and update their résumés while working independently.
- The resource room also offers fax machines, telephones, copiers and job postings for the job seeker.
- We have computers dedicated solely for U.S. military veteran use.
- Assistive Technology is available to job seekers requiring specialized equipment.
- The resource room is available daily from 8:00 am – 4:30 pm. (Closes at 2:00 pm the last Friday of every month for maintenance)

**Workshops**
- Skill enhancing workshops including Basic Computer Skills.
- Job searching workshops including Resume and Interviewing Labs.
- Business Workshops of interest to local employers
- Look for our Workshop Calendar at the OhioMeansJobs Center or on our website at ohiomeansjobs.com/hamilton

**Workforce Investment & Opportunity Act (WIOA)**
The goal of WIOA is to increase participant employment, job retention, earnings, and occupational skill attainment.

**Eligibility**
To receive WIOA Services, you must be:
- 18 years or older
- A U.S. Citizen or be eligible to work in the U.S.
- Registered for Selective Service (males only) – Born on or after January 1, 1960
- Within income and suitability guidelines