

Available Workforce Resources for Quincy Employers

Program	Department of Human Services (DHS) 300 Maine Open 8:30-5:00 M-F	Office of Rehabilitation Services (ORS)	Experience Works	Illinois Dept. of Employment Security
Contact	Randy Reddick, Asst. Local Office Administrator	Donna Ryan, Supervisor (Quincy Office)	Jan Wallace, Field Operation Asst.	Terry Niewohner
Phone	223-0550	224-2600	222-1560 x 312 - Jan Wallace	222-1560 x 240
Purpose	Provides a variety of services and referrals to assist individuals in securing employment, training, and personal needs.	Serves as "an extension of your personnel department" by assisting persons with disabilities secure employment through counseling, job training, education, and follow-up services for the employee and employer.	A national, federally funded organization that provides training and employment services for mature workers (originally Green Thumb). 55 and older workers.	To provide assistance in securing employment and to assist employers in recruiting qualified applicants.
Employer Resources Available	Employers can use available space for interviewing and DHS will also post any scheduled interviews at their facility.	Hands-on assistance for employer with On the Job Evaluation (OJE) which determines whether the applicant can satisfactorily perform the essential functions of a particular position usually within 1-4 weeks (all wages are paid by ORS) during this time no promises are made for permanent employment; Once the evaluation is done and it appears to be a good match - On the Job Training (OJT) trains the applicant to perform work duties or essential functions associated with the position, usually 8 weeks and assurances are given that it will be a permanent position for employee (a percentage of wages are paid by ORS on a graduating scale - decided upon by the employer and ORS). Continual follow-up by ORS with employer and employee...providing additional assistance if need with any issues that may arise. ORS also provides assistance with uniforms, equipment, adaptive computer equipment, etc. if needed. Information available on tax incentives for hiring individuals with disabilities. <i>Ticket to Work</i> program works with employers in acquiring tax incentives for hiring individuals with disabilities.	Provides non-profit organizations qualified employees for around 20 hrs. per week (all wages paid by Experience Works). Employers (host agency) specify the job skills needed and on a one-on-one basis a match is attempted.	Post unlimited jobs; receive applications and inquires on-line; receive free resumes through their sister site ResumeAgent.com that match your recruiting goals. Over one hundred twenty thousand candidates and employers visit each month. Illinois Skills Match.com is a job-matching system available 24 hours a day, 7 days a week. Employers register and select the skills needed for each job they post. The system will automatically match applicant's skills to employers needs.
Fees	Free	Free	Free - for Non-profit organizations use only	Free
Website	www.dhs.state.il.us	www.dhs.state.il.us	www.experienceworks.org	www.IllinoisSkillsMatch.com

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John Wood Community College 150 S. 48th St.	Operation Able 107 N 3rd St.	West Central IL Area Agency on Aging	Two Rivers Regional Council (located in old Sr. Ctr.) 12th & Hampshire	Illinois Employment & Training Center	Workforce Investment Act (Two Rivers Regional Council) 107 N. 3rd	Regional Superintendent Office	Quincy High School Vocational School
John Letts, Dean of Student Services	Fern Rich, Older Worker Specialist	Lana Clark, Senior Employment Services	Larry Markway, Executive Director	Rob Armitage	Howard Kirchner, WIA Program Administrator	Ray Scheiter, Regional Superintendent	Ron Baugher
217/224-6500	217/222-2114 x 313 <i>Office staffed mornings , M-F</i>	223-7904	224-8171	222-1560	222-1560 x 230	2277-2080	224-3775
To meet the needs of area businesses by providing continuing education and training opportunities	Helping job seekers, 55 years of age and over to find employment Employment openings/ information shared with potential employees for older workers.	Employment referral service for workers age 55 or older.	Assists employers in filling jobs and facilitates a match between job seekers and employers.	IETC provides one convenient location to access information of a variety of services provided by local community organizations.	Focuses on meeting the needs of businesses pursuing skilled workers, training, education, and employment needs of individuals.	Providing quality education in the region.	Training and education for high school students and adults.
<p>Business and Industry Office aggressively works to meet the needs of area businesses by providing continuing workshops and non-credit courses tailored to the employers needs. Also, available is the Web-based ACT Center providing on-line training in 2500 different non-credit courses. (cost varies) (Mike Denum, Director of Business and Industry)</p> <p>Job Link s available on-line to post any open positions in your business (http://jobfair.jwcc.edu) (Susan Deegee, Director of Career and Advising Services)</p> <p>Internship placements- providing (unpaid) internships to fit the need of employers. (Renee Higgins, Director Education to Careers)</p> <p>Community Education - provides workshops and seminars for continuing education credits in a variety of areas of expertise (i.e. cosmetology, health careers, etc.) (Gerry Carter, Dean of Community Services)</p>	Web-site available to post job openings and qualifications. Can also match up with prospective employees. Computer based job availability. Skills evaluation and career counseling for employee. Employment information shared with potential employers.	Pre-screened candidates are available for referral. Job bank available where the employee can contact the employer directly or a list of potential employees is provided for the employer to contact. Also facilitates the Older Americans Act (Title 5 program)- for non-profit organizations provides job training and help to develop new job skills for potential employees (wages paid through grant)	<p>Community Action Agency -helps potential employees with personal needs such as clothing to enter the job market.</p> <p>Planning Department, Revolving Loan Programs, business expansion, business infrastructure grants, industrial park development (contact: Charles Bell) business expansion and Workforce Investment Act.</p>	Employer Services include: labor market information, access to qualified job applicants, applicant screening, customized training, on-the-job training reimbursements, work opportunity tax credit, economic development information, ADA compliance information, fidelity bonding, Illinois Unemployment Insurance, interview/conference room facilities, on-site assistance for special hiring or layoff situations, and small business development	Assists employers in posting their open positions on IL Skills Match. Referrals of available employees. Limited training is available for specific needs of employer. Illinois Skillsmatch - will help with posting positions or positions can be posted on-line by employer.	Helps to meet the needs of employers through education. On-going communication with the private sector as to the skills needed. Curriculum and teaching is aligned to give the skills and knowledge to the students to meet future employer needs.	Shared Training Program (STP) - educational classes for job-specific areas (i.e. machinery, automotive, childcare, drafting, graphic communication, construction, commercial foods, etc.) Employer requests met for classes to upgrade skills for employees or to meet specific job skills needed.
Business and Industry classes: costs vary. Job Fair and Career Placement assistance, internship placements, and career expo are free.	Free	Free	Free	Free	Free	Free	Free
www.jwcc.edu	www.ietc.org	wciagingnetwork.org	www.ilregionalcouncils.org	www.ietc.org Labor market information: www.ilworkinfo.com ; Illinois Skills Match: www.illinoisskillsmatch.com ; Wage information, workforce issues, industry trends: www.WIWorkforce.com	www.wiworkforce.com	http://www.wc4.org/	

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Vatterott College	Gem City College	Adecco 195 S. 36th	Fred Pryor	Skillpath	Quincy University Career Services	Manpower 1400 North 30th	Snelling 236 North 5th	Blessing-Rieman College of Nursing 10th & Oak	University of Illinois Extension 330 South 36th	Employer Training Investment Program
Tom Lockett	Diana Hagenah, Student Services	Barb Hutmacher			Linda Stenbeck, Career Services	Alicia Raisten	Julie or Tim Bonansinga	Kelly Collins	Earl Bricker	Howard Kirchner, WIA Program Administrator
224-0600	222-0391	223-5200	800-780-8476	877-736-4636	228-5240	224-0018	222-7721	228-5520	223-8380	222-1560 x. 230
Education for professional development.	Education and Training for cosmetology, Horology, and Business	Employment Service. Assists employers in finding qualified employees.	Personal trainer for career success.	Providing Business & Technical seminars to develop new and enhance existing skills.	Offering opportunities for careers and advancement kept up-to-date through education.	Employment service	Full-service staffing and recruiting agency	Training and education for nursing students	University outreach	Assists Illinois companies in training new workers and retraining/upgrading the skills of their existing workforce.
Placement services available for employers.	Placement services available for any of the above areas of expertise.	All initial screening is done with potential employees for the employer (i.e.: testing, background checks, drug testing, references, etc.) All testing is job specific.	On-line, on-site training as well as audio, videos, CD ROM training in a wide variety of areas of interest and expertise.	On line training, on-site training. Seminars, workshops, and conferences. Wide variety of areas of study including Technical/Engineering, Sales/Marketing, computers, communication, manufacturing, personal development, finance/accounting and human resource management.	Career Connections - on-line posting available positions (full & part-time) for businesses. Contact Career Services directly to have positions posted. Career Fairs - listing of all local and area career fairs. Internships - list of all available internships through local and area businesses. List compiled through Career Services. In-house Job Binders - up-to-date binder with position openings for viewing at the office of Career Services Education - MBA, MSE, Masters in Counseling, and the Tau Program (accelerated night classes for non-traditional student (Contact: Chelona Edgerly x 536)	Specializes in temp-to-hire, long-term placement in a variety of positions ranging from clerical to industrial. Offer training at request of employer. Also offer WageMaster program in which company finds employee and Manpower does payroll systems.	Provide temp-to-hire or permanent employees to all industries at all levels. Will research, search and source employees to fill needs. Recruitment services specialize in executive, management and legal professionals and searches are conducted nationwide. Additional services include performance evaluation and documentation.	As partners with Blessing-Rieman, Culver-Stockton College and Quincy University both carry 'nursing student packets on each containing resume' and certification information for employer review. BRCN hosts nursing fairs and job fairs, on an as-needed basis.	Through the University of Illinois' main campus, as well as Extension partners statewide, Extension is offering consulting services focusing on: 1. specialized, focused training based on company-specific needs as well as 2. Skills training covering a wide variety of areas of study	ETIP grants may be awarded to individual companies, to original equipment manufacturers sponsoring multi-company training for employees of their Illinois supplier companies, and to intermediary organizations operating multi-company training projects. ETIP grants can reimburse Illinois companies for up to 50% of the cost of training their employees.
Free employer placement services	Free placement services	Fees vary depending upon position being filled.	Varies, depending on course.	Varies, depending upon course.	Free placement services	Fees vary depending on type of position/service provided.	Fees vary depending on service provided.	Free placement services	Varies	Grant pays up to 50% of eligible costs.
www.vatterott-college.edu	www.gemcitycollege.com	www.adeccousa.com	www.pryor.com	www.skillpath.com	www.quincy.edu/counseling/career/careers.html	www.manpower.com	www.snelling.com/quincy	www.brcn.edu	extension.uiuc.edu/adams	commerce.state.il.us