

Employment Services

We are currently working with the following employers to assist them in locating employees:

Aerotek
American Family Insurance
Avancer-Genesis
Bill Lloyd Landscaping
Clearant
Goodwill
Holiday Inn Express Rochelle
Lutheran Social Services
Prologistix
Securitas Security
Service Master
Shelter Insurance

Please contact our Business Services Representative for the DeKalb IWNC, Danita Sims at 815-901-0177, ext. 225.

EMPLOYMENT AND TRAINING INFORMATION

Provided by **First Institute** through the Workforce Investment Act.

Learn about training assistance to gain new skills within High Growth Industries.

Health care, Transportation/Warehousing/Logistics, Manufacturing, Information Technology, Finance.

Services to enhance your job search activities to acquire gainful employment.

WIA Applications

WIA applications are available Monday through Friday from 8:30 am to 4:30 pm. Please ask at the information counter for a packet and a representative will be able to assist you.

Dept. of Rehabilitation Services(DRS)

A DRS representative will be available at the Illinois workNet Center. Call 815-758-2471 to schedule an appt. (or fax 815-758-6942) Assistance with employment, training and education available.

CAREER RESOURCE CENTER

Open 8:30am-4:30pm

- State of the Art Computer Lab, professional assistance available.
- Illinois Job Link- Designated computers to match your unique skills with real local jobs.
- Internet Job Search
- **Set up free Email account**
- Resume Writing, Cover Letters and Interview "how-to" programs with numerous samples to select from.
- Telephones are provided for job search purposes only.
- Due to some unfortunate incidents we can no longer allow children in the CRC.

CAREER ASSISTANCE

- Resources for job search including fax, phones, copier, and professional assistance available FREE:
- Library of multimedia career search materials available.
- Accessibility equipment for individuals with physical, visual and hearing impairments.
- Computer links to on-line jobs
- Typing tutorials to improve typing speed.
- For more information, call (815) 901-0177 ext. 250

Visit us on the web!

www.illinoisworknet.com
<http://www.kishwaukeecollege.edu/go/worknet>

Services and programs are funded through the Workforce Investment Act (WIA) and are overseen by the River Valley Workforce Investment Board (RVWIB) and Kane County. Illinois workNet Centers are an Equal Opportunity Employer/Program. Auxiliary Aids and services are available upon request to individuals with disabilities at Illinois workNet Centers.



TRAINING • CONNECTING • DEVELOPING ILLINOIS' WORKFORCE

June 2014 Schedule



- ◆ **Job Search Workshops**
- ◆ **Computer & Career Training**
- ◆ **Employment Services**



- Kishwaukee College
- First Institute Training and Mgmt.
- Division of Rehabilitation Services

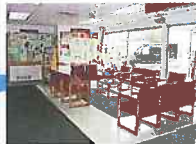
***Illinois WorkNet
Center***

**650B N. Peace Rd.
DeKalb, Illinois 60115
Phone: 815.901.0177
Fax: 815.901.0176
We Have Moved!**

classes



workshops



labs

discussion groups

Illinois workNet Center News

We have (finally) Moved to: 650 B North Peace Rd.

In DeKalb. We are now on the corner of Peace Rd and Pleasant St. next to the DeKalb Taylor Municipal Airport. To reach us, turn East off of Peace Rd onto Pleasant St. and take the first left. You will enter the back parking lot of the building, which is where our building entrance will be. Look for the double doors. Our phone number remains the same: 815-901-0177

WIA Program On-the-Job Training

Please come into the office and check out our OJT Job postings, The following is a sample of some of the positions only available through the WIA Program:

- Warehouse Picker—Aurora—\$12-\$13/hour
- Supervisor—Aurora—\$55-65K/annually
- App. & Product Engineer—DeKalb—\$55-70/annually
- General Office Clerk—Aurora—\$15/hour
- Welder—DeKalb—\$12+/hour

OJT Workshops:

- Wednesday, June 11th OJT #1: "Let's Get Ready: Resumes, Cover Letter, & Job Search Techniques", 2-4 pm.
- Thursday, June 12th OJT #2: "Express Yourself!: Mastering the Interview", from 2-4 pm.
- Friday, June 13th #3: "Mission Accomplished?: Got a Job? Now KEEP the job!", from 2-4 pm.

ADDITIONAL ILLINOIS WORKNET SERVICES

- Kishwaukee College Catalogs and Financial Aid Forms
- Information about G.E.D. and English as a Second Language classes
- Voter Registration
- Employment Training Resource Information
- Career Counseling
- Free Notary Public

Available on the front counter

Kishwaukee College Classes at IwNC

CAREER CRUISING

www.careercruising.com to learn about a great online career and employment resource. You can login with Username: kishwaukee and Password: kougars, and then set up your own free account. For further information please contact Michelle Allen at (815) 825-2086 ext 3590.

BASIC COMPUTER LITERACY

A new Basic Computer Literacy course will begin on July 7th, from 4:30-6:05 at our new location (650 B N. Peace Rd.). The class is free but seating is limited, Please contact Tricia at (815) 825-2086 ext. 3111 for further details.

IL WORKNET CENTER WORKSHOPS

Wednesday, June 11th, 11-12 noon. A free presentation from BC/BS Community Relations Specialist, Mary Hallock. "Understandin Medicare Part A and B and Medicare Supplement Plans". No registration is required.

Each Tuesday in June from 1:00-2:30 p.m. Resume Workshop: What do employers want to know about you? No registration is required.

WEEKLY MONDAY JOB CLUBS

Job Search Techniques 101 will be held every Monday from 9-11am. Learn about:

- 6/2—Job Search 1 (Illinois Job Link)
- 6/9—Job Search 2 (where to look for jobs)
- 6/16—Resumes
- 6/23—Linked In workshop
- 6/30—Cover Letters

MONTHLY ANNOUCEMENTS

WIA Training Programs at NIU

For information on WIA Training Programs at NIU visit: <http://www.wia.niu.edu/non-credit/WIA/index.shtml>

ATIM Training Program

The Accelerated Training for Illinois Manufacturing Program (ATIM) offers short term training in 4 areas: Machining (CNC), Assembly, Welding, and Machine Service and Repair. To find out more, attend a free orientation at the Illinois workNet on Tuesday June 10th from 10-11 am.

Sycamore Job Club

The Sycamore Job Club meets at the Sycamore Public Library in the downstairs meeting room. The June meeting has been cancelled. Check their website: www.sycamorelibrary.org for further details.

VETERANS INFORMATION

Veteran Benefit Information

<http://vabenefits.vba.va.gov/vonapp/main.asp>

Disabled Veterans Information

<http://www.dav.org>

Federal Job Information

<http://www.usajobs.opm.gov>

State Employment Information

<http://www2.illinois.gov/cms>

Veterans Retraining Assistance Program (VRAP)

<http://benefits.va.gov/vow/education.htm>

Illinois Job Link

Did you know that you can store up to 5 different resumes on Illinois Job Link? In order to post resumes on Illinois Job Link you are required to also choose a job title that comes closest to describing what you do and then answering yes or no questions related to the "Talents" associated with the job title. Until you answer all of the yes or no questions to complete the talent portion of your resume, you will not be able to post any additional resumes.