

Fact Sheet



Job Search and Training Services

Frequently Asked Questions

Q. What is OhioMeansJobs | Licking County?

A. OhioMeansJobs | Licking County is Licking County's Employment and Training Center. OhioMeansJobs | Licking County Center provides services to local businesses, employed or unemployed job seekers. They work closely with county agencies and other partners to deliver a variety of employment and training services to meet the needs of local customers, whether that customer is a Fortune 500 company opening a new office or an 18-year-old looking for a first job.

Job seeking customers can expect services such as access to resource room, job-related workshops, access to training, and other activities that match job seekers to employment.

Q. I'm a job seeker that would like to learn more about the services available at OhioMeansJobs | Licking County, what should I do?

A. Job Seekers are invited to attend an Orientation to services offered Tuesday at 9:00am and Thursday at 3:00pm. This orientation provides an overview of all services offered at OhioMeansJobs | Licking County.

Q. If I'm interested in training who should I contact?

A. Once you have attended an orientation at OhioMeansJobs | Licking County, you will have an opportunity to request an appointment with a Case Manager. Your case manager will be able to discuss training options and the possibility of funding for training.

Q. Can OhioMeansJobs | Licking County assist me with filing for unemployment?

A. No, OhioMeansJobs | Licking County does not file or process unemployment claims. Unemployment can be filed through the Ohio Department of Job and Family Services online at <http://unemployment.ohio.gov/> or by calling 1-877-644-6562.

Q. Job search has really changed, most employers request that you apply online. I'm glad you offered a resource room but am not comfortable using a computer, what should I do?

A. If you do not have internet navigation skills and are not comfortable using our resource center you may want to sign up for our Intro to the Internet Classes. The instructor is well versed and ready to assist you with any questions or concerns you may have.

Q. Can you help me with my resume?

A. Any staff member can give you a resume worksheet. Once the worksheet is completed, you can work in our staffed assisted resource room to create an individualized resume that will meet your unique needs. The resource center is also supplied with resume paper so that you will be able to print your resume that same day!



Licking County

A proud partner of the American Job Center network

998 E. Main Street
Newark, Ohio 43055
www.ohiomeansjobs.com

P: 740 | 670 8700
F: 740 | 670 8996