

## OVERVIEW OF BUSINESS SERVICES

### RECRUITING

CareerSource Brevard can help connect your business with a local qualified talent pool.

**Job Listings** – Register your business and create your own customized job posting/s and search for resumes for free on our website at [www.employflorida.com](http://www.employflorida.com)

**Applicant Screening** – Depending on your needs, CareerSource Brevard may be able to help you with your entire applicant screening process.

**On-Site / Off-Site Recruiting Events** – recruiting events create excitement for your postings and increase awareness of your company. We have the ability to host events at any of our three centers on behalf of your business.

**Job Fair Assistance** – Several times a year, CareerSource Brevard will host job fairs to help make the match between business and job seeker.

**Process Development** – Our Business Liaisons can work with your business to establish the appropriate amount of time to allocate for hiring, wage standards per position, employment application development, job descriptions, etc.

### EMPLOYEE TRAINING

We can help bridge the gap between having employees that need targeted skills and having a well qualified workforce. The Business Services Team manages several Work-Based training programs and can help your business apply to many other Florida based programs that assist businesses with subsidies and organizations to invest in their workforce.

**Customized Training Programs** – Training programs developed to address significant labor shortages in specific occupations.

**On-The-Job Training** – OJT's are individualized training initiatives where the employer acts as the training provider.

**Incumbent Worker Training** – Assistance in organizing and funding for training current employees of your organization.

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### RETENTION

With the overt costs associated with recruiting, many organizations request our assistance in assessing and developing retention focused initiatives.

**Turnover and Retention Exercise** – Calculate what turnover is costing your organization per position.

**On-Site Assessment** – A functional survey of your company employees conducted to discover and isolate issues that are impacting turnover.

### RAPID RESPONSE

Customized services are packaged to address large scale employee hiring (ramping-up) or reductions in force (lay-offs).

**Ramping Up** – CareerSource Brevard can assist with job fair development and organization, application development, job descriptions, etc.

**Reduction In Force** – An array of confidential services to help make the unfortunate process of down sizing your work force as smooth, supportive and positive as possible.

### RESEARCH AND STATISTICS

If you don't know, let us help you find out. Our Business Liaisons are accustomed to researching all kinds of issues, questions and concerns.

**Wage Surveys** – Statistical averages of earning for a specific occupation, geographic region, and described amount of experience.

**Labor Projections** - Statistical projections conducted to determine of the number of qualified workers in a specific occupation with in a specific geographic area.

**For more information on services available to employers, please contact Lori Robinson at 321-394-0532, [lrobinson@careersourcebrevard.com](mailto:lrobinson@careersourcebrevard.com)**