

Mission Statement



The Pike County
Workforce
Development
Agency

strives to bridge the gap between employers and jobseekers. Our approach seeks to build upon the close working relationship already in place between the local partners involved in workforce and economic development. We will work to establish an integrated and unified methodology to meet the needs of employers both locally and regionally and at the same time help to create a well prepared/trained labor pool. We will continue to enhance the level of services for all of our customers, increase accessibility to information, and reduce the barriers and confusion faced by both employers and jobseekers.



Workforce Development Agency

In affiliation with:

Pennsylvania
CareerLink

Shohola Business Center
837 Route 6, Unit 2 Shohola, PA 18458

Phone: 570.296.2909

Fax: 570.296.3533

E-mail: workforce@pikepa.org

This brochure was created by welfare program

Employment Services



Pike County
Workforce Development Agency

Your One-Stop Career Center
To Meet Employment Needs

The Pike County

Workforce Development Agency

is a federally funded county agency operating under the guidelines set forth in the Workforce Investment Act. Our purpose is to bring together regional employers and local job seekers. There are no fees for our services. Individuals needing intensive or training services must meet eligibility guidelines established by the US Department of Labor and The Pocono Counties Workforce Investment Board.

Employer Services

Pike County Workforce Development Agency offers both on-site and online services. PA CareerLink® online services are available through the Commonwealth Workforce Development System (CWDS) website www.cwds.state.pa.us. If you are looking to maintain or increase your workforce, CWDS enables you to browse our database for potential employees, create job postings online, research current economic and labor market information, and find out about additional services available to assist your business.

Some examples of our On-site Services:

- Orientation to PA CareerLink® and the CWDS system and services
- Applicant screening for current openings
- Recruitment assistance
- Interviewing space
- Training information and assistance
- Labor Market and Tax Credit information

Job Search

Anyone interested in finding employment has access to our resource library. This room offers everything you will need to conduct an effective job search. Our friendly staff will work with you one-on-one to find employment and answer any questions you may have.

Resource Library

- Personal computers with internet access
- Assistance with CareerLink® registration
- Resume packet to help create the perfect resume
- Information on interviewing skills and writing cover and follow-up letters
- Job listings, applications, and employer information
- Regional newspaper classifieds

Training

Some individuals may need additional assistance entering or reentering the workforce. We offer funding for short-term training to help you gain long-term employment. **Individual Training Agreements** can be established to provide the necessary funds to attend one of the many State Approved Training Providers. Additionally, **On-the-Job Training** Agreements with regional employers can provide valuable entry-level experience to workers while offsetting the cost of training and compensating for the trainer's lost productivity.

Additional Services/Referrals

There are many additional services that are available and designed to benefit both the employer and the job seeker; we will do our best to provide the necessary information and connect you with those services.

All services provided by the Pike County Workforce Development Agency and the PA CareerLink® website are available at no cost to you or the job seeker.

Partnering Agencies

- Pennsylvania Bureau of Workforce Development Partnership
- Office of Vocational Rehabilitation
- Pike County Assistance Office

**Pike County
Workforce Development Agency**

Shohola Business Center
837 Route 6, Unit 2 Shohola, PA 18458
Phone: 570.296.2909
Fax: 570.296.3533