Business Services Overview
Serving New York’s Business Community

Business Services is the vehicle between the business community and our Workforce Development System that provides valuable technical assistance to benefit New York’s businesses. Business Services offers a variety of services to meet the needs of our business customers, which translates into thousands of dollars in savings in recruitment and training costs each year.

**Recruitment Services**
Business Services’ primary objective is to connect businesses with qualified job seekers. We achieve this by holding customized recruitments for the business, either at a New York State Career Center or at the company’s place of business.

- Review Talent Bank for best candidates
- Provide snapshot of talent inventory
- Utilize SMART to improve match fitness
- Connect the job seekers and the business
- Sector-specific Career Fairs
- Events no-cost to participating businesses

**New York State Job Bank / Jobs Express**
This service enables businesses to post unlimited job openings annually at no cost.

- Over 105,000 jobs posted on Job Bank
- Over 65,000 jobs in Jobs Express
- Site visited 11,000 times a day on average
- Connects job seekers and businesses
- Indexing from corporate website
- Access to the 160,000+ resumes

**Hiring Incentives**
DOL offers a number of hiring incentives to help businesses find good candidates while at the same time helping them minimize their recruitment and training costs. Once job seekers have been identified, staff package candidates with a combination of tax credits and training monies to save the business more money.

- Tax Credits
  - WOTC
  - VOW to Hire Heroes
- National Emergency Grant (NEG) OJT
- Clean Energy (formerly GJ/GNY) OJT
- Trade Adjustment Act (TAA) OJT
- Consolidated Funding Application (CFA)
  - Existing Employee Training
  - On-the-Job Training
  - Unemployed Worker Training
  - Apprenticeship Training

**Human Resources Consultation**
Business Services staff can provide businesses with assistance on a variety of Human Resources needs including:

- Labor Law Questions
- Labor Market Information
- Skill Gap Analysis
- Turnover Analysis
- Development of Employee Handbooks, as well as
  - Job Descriptions
  - Employee Evaluations
  - Personnel Policies

**More Information**
To learn more about these services, or any other program at the Department of Labor, visit our website – www.labor.ny.gov/businessservices/landing.shtm - or call Ruth Pillittere at 518-485-6193.
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