

Job Seeking Skills Training

Provide counseling and/or training to a Job Seeker regarding the techniques to prepare for, secure, retain, advance in or regain competitive integrated employment. This includes assisting Job Seekers in preparing resumes and job applications, developing job interviewing skills, providing training on how to address a business' perpetual barriers and prepare to meet a business' expectations, assisting the Job Seekers to become knowledgeable about job duties, personal benefits, rates of pay, employment policies and practices and the job location prior to job acceptance.