



www.OMJAllen.com offers a variety of services to assist job seekers with job-related needs. Our in-house, customized website gives job seekers the information they need to prepare for their career. OhioMeansJobs Allen County has the necessary information on our website including forms, service information, paid internship information, and more!



Employer Connections

Let us help you make the connection with the employer you are interested in applying for. We can assist with communication, networking, follow-ups, scheduling, and modifying resumes to fit employers/occupations.

Mock Interviewing

We will practice asking you job interview questions in order to prepare you for the actual interview. This is an ideal tool to help boost your confidence before an interview.

Personal Branding

We can assist with branding yourself professionally online, and provide social media etiquette tips.

CONNECT WITH US!

These resources are available at no cost, through your connection with us, at OhioMeansJobs Allen County! Connect with us to schedule an appointment with a Career Consultant today!

LOCATION

951 Commerce Pkwy., Lima, OH 45804

PHONE

(419) 999-0360

WEBSITE

www.OMJAllen.com

EMAIL

omjallen@jfs.ohio.gov

SOCIAL

@OhioMeansJobsAllenCounty



Get connected with
OhioMeansJobs Allen County
@OhioMeansJobsAllenCounty



Ohio
MEANS
Jobs

Allen
County

A proud partner of the
American Job Center network



JOB SEEKER
SERVICES

951 Commerce Parkway
Lima, OH 45804

Phone: (419) 999-0360
Fax: (419) 999-0205

www.OMJAllen.com

LOOKING FOR A JOB?



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LOOKING FOR A CAREER CHANGE?

JOB SEARCHING

- One-on-One job coaching
- Career information
- Job searching
- Cover letter and resume writing
- Mock interviewing

EMPLOYMENT RESOURCES

- Free access to computers, internet, telephone, fax and copy machine
- Connections with other agencies
- Free workshops
- ABLE (Adult Basic Literacy Education) Program
- HSE Assistance (High School Equivalence)
- Career counseling, skill upgrading, job readiness programs
- Labor Market Information
- Assistance in our resource room with job applications

LET US ASSIST IN YOUR JOB SEARCH

As you search for that perfect job, you may have questions along the way. Job seekers can find a wide range of services that make finding that perfect job so much easier.



EXPLORE: Job opportunities and learn more about industries that are hiring.



FIND: Educational and customized training options.



GET: Your resume out to employers.

EDUCATION & TRAINING

Through the Workforce Innovation and Opportunity Act (WIOA), we can assist with funding eligible job seekers with educational programs, or on-the-job training to prepare them for in-demand careers. WIOA is designed to assist job seekers access employment, education, training, and supportive services to succeed in the labor market, and to match employers with the skilled workers needed to compete in the global economy. In addition, special funding for training and education is available to dislocated workers who have lost their jobs through layoffs, plant closings, or foreign competition.

EMPLOYMENT SUPPORTIVE SERVICES

ACUMAX ASSESSMENT – A pre-employment tool that will help identify a career pathway, and determine the type of work environment you'll best thrive in.

ON-THE-JOB TRAINING – An upskill program for in-demand occupations that will enhance prospects for long-term employment while meeting the needs of employers.

EMPLOYMENT INCENTIVES PROGRAM – A program to emphasize the importance of employment, personal and community responsibility, and family support. As individuals transition into full-time employment, these financial work incentives will assist employed participants in becoming self-sufficient. Individuals must be TANF eligible in order to enroll.

YOUTH SERVICES

- Paid and unpaid work experiences
- Activities that help youth prepare for and transition to postsecondary education and training
- Occupational skills training, with a focus on recognized postsecondary credentials, and in-demand occupations
- Services that provide Labor Market Information about in-demand industry sectors and occupations
- Follow-up services
- Supportive services (transportation, child care, work uniforms, tools, etc.)
- Financial literacy education
- Entrepreneurial skills training
- Tutoring, study skills training, and dropout prevention
- Alternative secondary school offerings or dropout recovery strategies
- Leadership development activities (ex: community service, peer-centered activities)
- Comprehensive guidance and counseling

