

Niagara's WorkSourceOne

One Stop Career Center

1001 Eleventh Street

Niagara Falls, New York 14301

(716) 278-8108

Resource Room open: 8:30am – 4:30pm M - F

There are no fees to utilize the Center and everyone is welcome!

To help with your job search you will find:

- Frequent on-site Business Recruitments and Open Interviews with hiring companies
- Job Listings in print and online
- Computer and Internet access – Assistive Technologies available including; headphones, adaptive computer (screen magnification, Read & Write Gold, JAWS, Dragon Naturally Speaking) high contrast keyboard with larger print characters, slimblade trackball, scanner and desktop microphone
- No –cost Resume review and development
- Participation in Niagara's Talent, available through our Center website as an exclusive online spotlight for your resume, allowing our business customers to easily find your unique skills and qualifications
- Transportation assistance to documented Interview *or* start of New Job may be possible for active Center users
- Job search tips and one-on-one assistance at first visit and follow up appointments
- Resume writing software: Microsoft Word, WinWay or Ready-To-Go-Resume
- Free fax, printer, photocopier and phone services for job search
- Classroom Training funds available through Niagara County Employment and Training to assist with training expenses for those who qualify
- On-the-Job Training funds also available to help fill a "skills gap" and give our customers an advantage over their competition
- Employment Counselor available by appointment for career change / assessment
- Workshops available in a variety of topics including: Writing a Remarkable Resume, Job Search Skills, Interviewing with Confidence, Career Exploration, etc.
- Disability Resource Coordinator available to assist individuals with disABILITIES with a variety of tools and resources to help them achieve their employment and training goals
- Interpreters available by phone for non-english speaking customers in Center
- Sign language interpreters can be arranged for scheduled meetings with Center staff
- Networking and support group for Management and Technical professionals (POD)
- Men's & Women's career wear Clothes Closet
- Phone Message Service
- Career Exploration and Self-Interest Assessments: www.jobzone.ny.gov, www.nycareerzone.org, www.onetcenter.org, and www.myskillsmyfuture.org
- Job search & Civil Service information websites
- Information on short term computer and office skills classes
- Referral to local TASC (formerly GED) classes
- Resource library / literature: resume preparation and interview information handouts and resource books, literature on labor market information, weekly job posting publications
- Monthly calendar of events for Niagara Falls and Lockport One-Stop Centers
- Community resource representatives available on site throughout the month
- Labor Market and Prevailing Wage Information at www.labor.ny.gov
- Additional resources available for Veterans, Young Adults and Mature Workers