

Employment

PA CareerLink Bucks County

www.pacareerlink.state.pa.us

PA CareerLink Bucks County

Bucks County Office Center
1260 Veterans Highway
Bristol, PA 19007
Phone: (215) 781-1073
Hours: 8:30 am – 4 pm Monday-Friday
“Orientation to CareerLink services” held daily. Walk-in or call for times.

PA CareerLink Bucks County (outreach center)

BCCC Upper Bucks Campus
1 Hillendale Drive
Perkasie, PA 18944
Phone: (215) 258-7755
Hours: 8am – 4 pm Tuesday, Wednesday & Thursday
“Orientation to CareerLink services” held on selected Mondays. Call for times or sign-up at www.pacareerlink.state.pa.us Got to Events, Bucks County, Get events. Click on title **PA CareerLink Orientation** and choose “sign up for this event”. You will be registered.

PA CareerLink Bucks County Youth Center

Bucks County Office Center, Suite F3
1230 Veterans Highway
Bristol, PA 19007
Phone: (215) 826-0711
Hours: 9am – 5pm Monday-Friday

Norman Brewer, Director Phone: (215) 781-1073 X: 2218
Patrick Bond, Supervisor Phone: (215) 781-1073 X: 2222
Kate Hoffman, Operations Manager Phone: (215) 781-1073 X: 2221
Julie Fernandez, EARN Program Manager Phone: (215) 781-1073 X: 2204
Danielle Johnson, Youth Center Director Phone: (215) 826-0711
Patty Goldbach, Outreach & Business Development Coordinator Phone: (215) 258-7713

PA CareerLink Bucks County is a one-stop employment and education center offering workforce development services and programs. Our goal is to help job seekers and the business community build a strong workforce in Bucks County. We help job seekers develop and meet employment goals through participation and enrollment in our services and programs. We help businesses to find qualified job applicants and administer programs for employers to benefit from significant cost savings through participating in On-Job-Training (OJT) grant funded programs. Our assessment center assists the job seeker to determine an appropriate career or training path and helps employers with training needs and talent development.

Many of the CareerLink services are open to the general public. Some programs have eligible requirements. A Career Resource Center is available at the Bristol and Perkasie locations for all customers to enroll in our on-line job matching system, conduct job search, consult with professional staff and register for workshops. The on-line job matching system is used to match job seekers with open jobs posted by employers.

A series of job search skill workshops “*Job Search 101*” is offered to help increase job readiness. Participants build a personal job search toolkit to include resumes, reference lists, sample cover & thank you letters, and an interview prep kit. Choose from 9 workshops. Workshops are offered in Bristol and Perkasie. Computer literacy workshops are offered in the Bristol center. The series starts with Keyboarding & Mouse Skills, and E-mailing Basics. Windows & the Internet, and Microsoft Office – Word, Excel, Outlook and Access are included in a class schedule offered each month.

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All new job seekers are invited to attend group facilitated orientation sessions. This is a "best first step" to provide a comprehensive introduction to CareerLink services and to assure our customers have the opportunity to benefit from referral to our operating partner organizations.

The CareerLink Operating partners include:

- BCOET, Inc. Bucks County Office of Employment & Training
- BCOC Bucks County Opportunity Council
- BCCC Bucks County Community College
- BWDP Bureau of Workforce Development Partnership
- BCAO Bucks County Assistance Office
- AAA Area Agency on Aging
- OVR Office of Vocational Rehabilitation
- EDSI Education Data Systems Incorporation

Other community partners include:

- VITA
- Job Corp

E.A.R.N.: Employment Advancement & Retention Network

The EARN program is designed to assist individuals with finding employment. All participants are referred directly from the County Assistance Office. For more information on eligibility contact the County Assistance Office.

Job Corps

1-800-762-7288 (215 & 610 area codes)

(215) 985-3650 (Phila.)

1-800-654-9758 (717 & 814 area codes)

Admissions Representative available at

PA CareerLink Bucks County in Bristol

every other Thursday; call for calendar)

Employment

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Bucks County Assistance Office

Bucks County Office Center
1214 New Rodgers Road
Bristol, PA 19007
(215) 781-3300 FAX: (215) 781-3438

Employment and training counseling for
People who are on assistance. 8:00 am to
5:00 pm, Monday to Friday. Free.

New Choices/New Options

(Sponsored by Northampton Community
College for Upper Bucks adults.)
Career development services, including career
decision making, personal development, job
search and much more. Free and includes
component for child care and transportation.
For details, call Tammy Schoonover @ B.C.
Opportunity Council @ (215) 536-0353. For
other information, call (610) 861-5350 @
Northampton Community College.

Contact: Ms. Penny Piper

Bucks Co. Community College

Website: www.bucks.edu/jobs
Click on "Campus Resources & Offices", then
click on "Transfer & Job Resource Center",
then click on "Search jobs and post resumes" (a
wide variety of resources from local job listing to
job search resources after you register for free.)

PA Office of Vocational Rehabilitation

1875 New Hope St.
Norristown, PA 19401
(484) 250-4340
FAX: (484) 250-4356

Anita Diggs, Bucks County Supervisor, ext. 148

(We provide counseling and guidance, placement assistance, and other goods and services to help people with physical, cognitive, sensory, substance abuse, and psychiatric disabilities find and maintain employment. The six Bucks County counselors meet with participants in their communities. Interested participants or providers, please contact us if you would like more information or to have an application mailed out to you.)

Unemployment Compensation Services (UC)

Individuals who are unemployed, or have had their hours reduced, can apply for UC and file bi-weekly claims on the Internet, or toll-free by telephone. Eligibility is determined on a case-by-case basis.

INTERNET CLAIM SERVICES

Initial and Continued Claims
www.state.pa.us
PA Keyword "unemployment"

TELEPHONE SERVICES

Initial Claims: 1-888-313-7284
TTY access for people who are deaf and
hard-of-hearing: 1-888-334-4046

PA Teleclaims (PAT): 1-888-255-4728

TTY access: 1-888-411-4728
PAT en Español: 1-877-888-8104

YWCA Job Search Skills Program

Main office: St. Mary Family Resource Center
2546 Knights Road
Bensalem, PA 19020

Helen Miller, Director of Employment and Health Services

(215) 245-0264 (Ext. 11)

(Free job search services for eligible men, women and teens. Resume writing, skills assessment, interview practice, networking, job leads.)