

## Overview of Services Available to Employers:



The Westchester-Putnam Career Center Network (WPCCN) is made up of four career centers staffed by Westchester County, Putnam County, and New York State Department of Labor (NYSDOL) employees to provide free state-of-the-art technology, training, resources, and employment services to youth, adults, and employers. We have helped connect thousands of people to training and employers through government funded programs and grants. Our team is ready to help organizations of all sectors and sizes recruit, hire and/or train the employees they need to succeed—all at no cost. Plug into the network today by contacting the business services team.

### White Plains Career Center

120 Bloomingdale Road  
White Plains, NY 10605  
(914) 995-3910

### Carmel Career Center

110 Old Route Six, Building #3  
Carmel, NY 10512  
(845) 808-1651

### Peekskill Career Center

201 South James Street  
Peekskill, NY 10566  
(914) 737-3490

### Mount Vernon Career Center

130 Mt. Vernon Ave., 1st Floor  
Mount Vernon, NY 10550  
(914) 813-6555

**Employers are encouraged to reach out to our business services team to plug into the network.**

**Nahshon Halevi**, [nqhe@westchestercountyny.gov](mailto:nqhe@westchestercountyny.gov) / 914-813-7398 **Bob Fois**, [bqf2@westchestercountyny.gov](mailto:bqf2@westchestercountyny.gov) / 914-995-4976  
[www.westchesterputnamonestop.com](http://www.westchesterputnamonestop.com)

**1. ONLINE JOB POSTINGS** — We help employers connect to qualified candidates through our online hiring portals, all at no cost.

**a. [dol.ny.gov/virtual-career-center](http://dol.ny.gov/virtual-career-center):** The virtual career center offers employers within NYS an innovative opportunity to feature their available job openings and get connected New York's top talent. The virtual career center utilizes Artificial Intelligence (AI) to automatically filter and match candidates who fit the skills & training needed for your job posting—resulting in a more streamlined recruiting process.

**b. [www.westchesterputnamonestop.com](http://www.westchesterputnamonestop.com):** This Westchester/Putnam centric website provides a local job portal for employers to post job listings and search resumes. Jobs are vetted by our staff and are removed after 90 days to keep the website current and relevant to job seekers. You will need to create an online Employer Account to utilize.

**2. RECRUITMENT/HIRING EVENTS** — The career center staff assist employers with hiring efforts by organizing local and regional job fairs. The team handles all logistics including venue, staffing, and marketing outreach via advertising, email, and social media.

**a. Virtual Job Fairs:** Monthly regional job fairs are held online using a state-of-the-art, user-friendly dashboard for employers to set up their virtual recruiting booths. Preview days allow job seekers time to familiarize themselves with the controls before the event goes live. To find out more about exhibiting at a virtual job fair email [VirtualJobFairs@labor.ny.gov](mailto:VirtualJobFairs@labor.ny.gov).

**b. Sector-Focused Job Fairs:** Our team recruits and coordinates employers in specific industries (e.g. tourism, healthcare, construction) for hiring events to attract job seekers of a specific skillset and/or career path.

**c. In-Person Job Fairs:** The career centers hold on-site job fairs for which employers are provided a professional setting for meeting and interviewing candidates. Employment counselors assist with logistics, scheduling, and pre-screen and coach candidates. Computers are available for pre-employment testing.

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## Incorporate Diversity Equity Initiatives (DEI) in the workplace:

Career Center staff can help you reach your diversity recruiting goals by providing access to a traditionally overlooked talent pool that includes veterans, job seekers with disabilities, the formerly incarcerated, and bilingual candidates with unique and specialized skills sets. Employers can claim tax credits each year for each employee they hire within these demographics under the WORK OPPORTUNITY TAX CREDIT (WOTC). The typical amount of tax credit employers receive is between 25% to 40% of the employee's wages in the first year of their employment. Call us to find out more at 914-813-6555.

**3. WAGE SUBSIDIES/TRAINING PROGRAMS**—We can help defray the cost of training new hires and/or current employees through our program of state and federal training incentives. These training reimbursement programs require employers to execute a contract with Westchester County to get started. The contract is valid for 4 years and can be used for multiple training opportunities. **Speak to a business team rep for more information.**

**a. On-The-Job Training (OJT)** helps compensate employers for the time and resources associated with training a new employee. Employers can receive up to 50% of a new hire's total wages paid during a defined training period (up to 6 months). Candidates must be employed full-time, be supervised appropriately, and meet eligibility requirements. The training plan must be in writing and progress will be monitored.

**b. Incumbent Worker Training (IWT):** Raise the skillsets of current employees through subsidized group training delivered by a qualified training provider or school.

**c. Business Sector Customized Training:** A collaborative approach used by three or more business in the same industry to provide training for their existing workforce. Up to \$50,000 per training collaboration is available.

**d. Work Tryouts:** Try out an employee candidate who has participated in our job readiness training, at no cost to you for a period of 6–8 weeks. The candidate is pre-screened and is a 1099 contractor of Westchester County.

**4. HIRING INCENTIVE PROGRAMS** financially incentivize employers to hire individuals from eligible target groups with significant barriers to employment. Eligible "priority of service" customers can include; veterans, job seekers with disabilities, displaced homemakers, those making a career change, designated community residents, formerly incarcerated, mature job seekers, those with substance abuse history, Out of School Youth, low-income families, and more.

**a. Grants:** The WPWDB works diligently to secure federal and state grants to help employers tap into an overlooked or underemployed talent pool. These grants are used for job readiness bootcamps, skills training, and career coaching. Each grant has specific eligibility requirements for participants and/or industry. Employers are needed to provide work tryouts, internships, and part-time and full-time employment. **Speak to a business team rep for more information.**

**b. Work Opportunity Tax Credit (WOTC)** is a federal tax credit available to employers who hire people in certain target demographics who often experience employment barriers. Employers can claim tax credits each year for each employee they hire in this demographic. The typical amount of tax credit employers receive is between 25% to 40% of the employee's wages in the first year of their employment. For more information [www.irs.gov/businesses/small-businesses-self-employed/work-opportunity-tax-credit](http://www.irs.gov/businesses/small-businesses-self-employed/work-opportunity-tax-credit)

**5. REGISTERED APPRENTICESHIP (RA) PROGRAM** is a formal training relationship between an employer and an employee. It is for a specific period of time and combines hands-on work experience and classroom instruction. Apprenticeships must be certified by NYS and have expanded far beyond the construction trades to include computer data analysts, information technology, healthcare, and childcare. To learn more about implementing a registered apprenticeship program go to <https://dol.ny.gov/apprenticeship/register-apprenticeship-program>. You can also contact the regional representative **Jiwanda Gale-Rogers** at [Jiwanda.Gale-Rogers@labor.ny.gov](mailto:Jiwanda.Gale-Rogers@labor.ny.gov) or call 914-997-1445.

### 6. BUSINESS SUPPORT

**a. Department of Economic Development** works in coordination with the Career Center staff to enhance economic and workforce development through collaborative career fairs and support for employers through incubator programs like Launch 1000 and Business First. **Visit [westchestercatalyst.com/business-first-programs/](http://westchestercatalyst.com/business-first-programs/)**

**b. SCORE:** Located at the White Plains Public Library, SCORE offers free services to help businesses start, operate, and expand. Go to [westchester.score.org](http://westchester.score.org) for information or call 914-948-3907.

**7. YOUTH/YOUNG ADULT INITIATIVES** — The Workforce Development Academy for Youth (WDAY) is a year-round program that provides educational and employment services to eligible youth ages 18–24 through designated youth program operators. The program provides resources and services to out-of-school youth (OSY) to explore career opportunities, and obtain training and employment. Youth case managers work with employers to place young adults in internships, work experience programs, and summer jobs. **Email [Liz Oliveto](mailto:eqo9@westchestercountyny.gov) at [eqo9@westchestercountyny.gov](mailto:eqo9@westchestercountyny.gov) or call 914-419-5907** for more information.

**8. ADULT & CONTINUING EDUCATION** — Help your employees upskill and add to their credentials by accessing our tuition-free classes for GED, TASC, and ESL. Enrollment is open year-round in the White Plains Career Center only. Call 914-995-7599 for more information.