

# **BUSINESS SERVICES**

SAVING YOU TIME AND MONEY WITH QUALITY SOLUTIONS FOR PHIRING TRAINING CONNECTIONS

# CUSTOMIZED HIRING SOLUTIONS

You can select from the following items to customize your talent recruitment process. All services are provided at no charge by Northwest Michigan Works!.



## **Before Posting the Job**

- We can help you define specific skills and qualifications so your job posting returns the best candidates.
- We can research wage data and information on local trends for competitive compensation.
- We can provide you with a standard, legal application form for all of your open positions, if needed.

## Posting the Job

- We can post your job opening on Pure Michigan Talent Connect or train you to manage your own account on the system.
- We can promote your open position through our social media networks.
- We can feature your job posting at our Northwest Michigan Works! Service Centers and on our website.

#### **Recruiting Candidates**

- We can search for candidates on Pure Michigan Talent Connect or train you to manage your own account.
- We can conduct small or large job fairs for you or a group of employers.
- We can collect applications at our Northwest Michigan Works! Service Centers.

# Screening and Referral of Candidates

- We can pre-screen applicants to make your candidate pool manageable.
- · We can sort résumés and applications based on qualifications you've identified.
- We can host interviews at our Northwest Michigan Works! Service Centers.

# **Other Services**

Ask us about testing services (fee-based) and customized training solutions.

# **Connecting Your Business to Opportunities**

## WE COME TO YOU—ONE SOURCE—CUSTOMIZED SERVICE