

Quick Guide

to WorkSource Services

What is WorkSource?

WorkSource is a partnership of organizations dedicated to addressing the employment needs of area workers and employers.

The WorkSource Center and Affiliate Offices are convenient places for people to access a variety of services and tools designed to help them achieve their employment goals.

WorkSource works closely with local employers and businesses to advertise and fill available job openings. WorkSource also offers employers assistance in training existing workers to upgrade their skills.

Below, you'll find tips for a successful job search.

Know Yourself: *Preparation*

- Skills Assessment (*KeyTrain and ProveIt*)
- Job Counseling
- Job Search Workshops

Know the Employer: *Job Search*

- Labor Market/Industry Information
- Job Match and Referral

Make the Match: *Your Skills=Employer Needs*

- Training & Re-training Information
- Information on Community Resources
- Unemployment Insurance Assistance

Tools to help with job preparation

- Computers with internet access to job search resources
- Copiers
- Long-distance to call on jobs
- FAX machine for job or Unemployment Insurance-related documents
- Job market information
- Microsoft applications & tutorials
- Typing and ten key tutorials
- Application, resume, and interviewing workshops
- Résumé creation software
- Skills and abilities assessment
- Skill development options
- Unemployment TeleCenter access
- Translation Services



1530 Stevens St.
Walla Walla WA 99362
(509) 527-4393

WorkSource is a joint venture of organizations that have developed a partnership dedicated to addressing Washington State's employment needs.

Some services or programs available based on meeting eligibility requirements....

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Who to Contact

U.S. Veterans

Carmen Nicely ▪ 509-527-1806

Seasonal food processing or harvest workers

Laura Cardenas ▪ 509-527-1814

Minors, 21 and under

Merry Gottschall ▪ 509-529-4980

Low income

Blue Mt. Action Council (BMAC) ▪ 509-529-4980

Lost job due to business closure or downsizing

Doug Loney ▪ 509-527-1827

Need medical coverage for your children

Telephone ▪ 1-877-980-9140

Training opportunities

Rosa Rivera ▪ 509-527-1847 / 529-5552

Disability / Special Needs

Toni Franks ☎ 509-527-1804

Adult Literacy classes

Darya Tucker ▪ 509-529-4980

WorkSource Business Services for employers

Darrel Maplethorpe ☎ 509-527-1811

Patricia King ▪ 509-526-8248

File an Unemployment Insurance Claim

Telephone ▪ 1-800-318-6022 or <http://www.esd.wa.gov/>

Where to Access Services

Resources and services can also be accessed 24 hours a day by visiting Washington's largest employment web site at: www.go2worksource.com

Services are available locally at the following locations:

WorkSource Walla Walla Center

1530 Stevens ☎ Walla Walla, WA 99362
Phone: 509-527-4393

Blue Mountain Action Council—WorkSource Affiliate

1520 Kelly Place #140 ☎ Walla Walla, WA 99362
Phone: 509-529-4980

Walla Walla Community College—WorkSource Affiliate

500 Tausick Way ☎ Walla Walla, WA 99362
Phone: 509-527-4279

WorkSource Walla Walla is an equal opportunity provider of employment and training services.

Auxiliary Aids and Services are available upon request to persons of disability. TTD (509) 527-1834

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