



WE ARE YOUR DOL

NEW YORK
STATE OF
OPPORTUNITY
Department
of Labor

SERVICES FOR BUSINESSES

Supporting Business Needs in New York

In good economic times or bad, the New York State Department of Labor has no-cost programs and services that can save your business time and money. Be it recruiting and training new employees or providing guidance on a variety of labor issues, we can help.

JOB POSTINGS

Post your jobs with the New York State Job Bank (jobs.ny.gov) for free! You can use the Indexing feature to copy openings from your own web site, self-post jobs or have Business Services staff assist you. You give us the job description, skills and abilities desired, and we'll find you the best match possible. You also get access to our Talent Bank, which will allow you to search for qualified individuals who meet your hiring needs. Using this service can save an estimated \$8,000 in job posting costs.

CAREER FAIRS / CUSTOM RECRUITING

These no-cost events enable you to meet several qualified candidates face-to-face. We can target events to specific industries or to an individual business. We can hold events at Department of Labor facilities or at your place of business. Participation can save an estimated \$13,000 in recruitment costs.

SKILLS MATCHING SERVICES – NY TALENT AND SMART

NY Talent is a new tool that helps businesses find the most qualified candidates for their job openings. It offers a job order tool and the ability to search resumes. SMART (Skills Matching and Referral Technology) is the sister tool that jobseekers use to build resumes and match to job orders. Both tools use artificial intelligence technology to analyze job orders and resumes using skills matching, rather than keyword matching.

CONSULTATIONS WITH LABOR DEPARTMENT STAFF

If you have questions about your responsibilities as a business in New York State, Labor Department staff are available to meet and review various rules and regulations so you can remain compliant.

HUMAN RESOURCES ASSISTANCE

- Write/review your job descriptions and employee handbooks
- Develop performance evaluations and personnel policies
- Create orientation sessions for new workers
- Hone job interview techniques for efficiency and compliance
- Analyze employee turnover
- Explain labor laws to help you comply with wage/hour and safety/health regulations

SAFETY AND HEALTH ASSISTANCE

Keeping New York's workforce safe is our number one priority. If you have questions about occupational safety and health assistance or are interested in receiving a free consultation, email us at onsite@labor.ny.gov to schedule an appointment.

More information about our Safety and Health programs can be found on our website: www.labor.ny.gov/workerprotection/safetyhealth/DOSH_INDEX.shtm

TAX CREDITS

There are a number of federal and state tax credits available to businesses who hire qualified individuals, which can offer substantial savings to your business:

WORK OPPORTUNITY TAX CREDIT (WOTC)

A federal tax credit to promote hiring individuals from target groups, like veterans and youth.

WORKERS WITH DISABILITIES TAX CREDIT (WETC)

A New York State tax credit that offers savings for hiring individuals with disabilities.

EXCELSIOR JOBS PROGRAM

Provides tax credits for job creation in targeted industries, such as biotechnology, pharmaceutical, high-tech, clean-technology, green technology, financial services, agriculture and manufacturing.

TRAINING

If you need to upgrade the skills of your workers, we can refer you to certified training providers or help you set up an in-house training program. In some cases, there is funding available to help you train your workers. Programs include:

ON-THE-JOB TRAINING (OJT)

Specialized training that you develop and conduct to bridge skill gaps.

APPRENTICESHIP TRAINING

A combination of hands-on work experience and classroom instruction to produce a skilled worker.

LABOR MARKET INFORMATION (LMI)

Looking to locate or expand your existing operations? We have the most current and accurate labor market information available, including data on labor supply, wages, occupational projections, commuting patterns and the latest job figures.

SHARED WORK

During temporary downturns, the Shared Work program is an ideal alternative to layoffs. You can reduce the hours your employees work and they can collect partial Unemployment Insurance benefits to offset the loss in income. It helps you retain your skilled workforce and ramp up faster once the economy rebounds.

TO LEARN MORE ABOUT ANY OF THESE PROGRAMS AND SERVICES, CONTACT A BUSINESS SERVICES REPRESENTATIVE

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