

# WE ARE YOUR DOL



## **Mount Vernon City School District RAPID RESPONSE ORIENTATION**

# Our Commitment to YOU!

## WE ARE YOUR DOL



# Agenda

- Rapid Response Job Placement Services
- Job Search Tools
- Career Center Services
- Unemployment Insurance Benefits
- Healthcare Coverage
- Questions/Contact Information

**WE ARE YOUR DOL**



# WE ARE YOUR DOL



## Rapid Response Job Placement Services

# Job Placement Services

- Assistance with developing a skills-based resume
- Customized job leads and job search assistance
- Advocate on your behalf with hiring businesses
- Recruitments and hiring events
- Interview preparation
- Priority services for Veterans
- Link you to valuable resources

**WE ARE YOUR DOL**





## John Smith

555 Taylor Road • Tonawanda, New York 14051  
(716) 555-5555

### PROFESSIONAL PROFILE

Dedicated manufacturing professional and career Electrician. Current expertise as Electrical Maintenance Technician and Electrical Equipment. Excellent safety record. Highly knowledgeable and resourceful; often called upon to resolve most difficult problems especially on older equipment. Confident leadership and decision-making skills with past supervisory and entrepreneurial experience. Works well independently and in a team setting. Motivated, driven and quality focused with proven skills to meet deadlines. Dependable. Adaptable. Flexible. Personable. Solid Work Ethic.

### SUMMARY OF QUALIFICATIONS

- Quality Control
- Safety Measures
- Customer Satisfaction
- Electrical Maintenance
- Inspection
- Troubleshoot
- Own Tools
- OSHA Trained
- Reading Blueprints
- Schematics
- DC Drivers-110/220
- Electrical Codes
- Electrical Test Equipment
- Hydraulics
- Robotics
- Electronics Assembly

### PROFESSIONAL EXPERIENCE

#### **Electrical Maintenance/Equipment**

- Diagnose and remedy source of electrical trouble by tracing and testing circuits and inspection for faulty operation, outline and layout and determine needed repair.
- Master with AC/DC motors and generators, air conditioners, radio controlled cranes, electric heaters and heater controls, rotating air units, transformers, control panels, starters and lighting equipment. Also switches, circuit breakers, rectifiers, electronic controls including data activated controls, power distribution and control equipment, variable AC drives, SCR drives, AC/DC emergency lighting, automotive wiring, starters, hour meters horn and other related materials.
- Dismantle, clean, inspect, repair adjust or replace faulty parts and wiring.
- Properly record and comply with all applicable codes and regulations.
- Install conduit, fittings, relay switches, controls, breakers, fixtures and wires and connect all types of electrical equipment as required for new installations or replacement of facilities.
- Test and adjust equipment for safe and specified operating characteristics.

### WORK EXPERIENCE

<i>Electrical Maintenance Technician-</i> General Motors	2008-present
<i>Maintenance Electrician-</i> Crown Cork & Seal, Inc.	2002-2008
<i>Electrical Maintenance Technician-</i> Ford	2000-2002

### TRAINING/CERTIFICATION/MEMBERSHIP

Past member of Local 666 International Brotherhood of Electrical Workers  
Obtained Master Electrician Status  
Acquired Journeyman's Status  
Completed Electrical Apprenticeship Program



# Skills-based Resume

**WE ARE YOUR DOL**



# Customized Job Leads & Job Search Assistance

- Complete & return Rapid Response Customer Application & Information Survey
- Receive job leads based on your experience, skills, location, & more.
- Review the job leads & give us feedback
- Receive more job leads if needed, further tailored.
- Develop resume(s) with us
- Apply, then let us know!

 **Department of Labor** 

**Workforce Development System**  
**Rapid Response Customer Application and Information Survey**  
Please complete this form, as this will help us find services and programs that fit your needs. Please print clearly.

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Date of birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Social Security Number: \_\_\_\_-\_\_\_\_-\_\_\_\_  
Last name: \_\_\_\_\_ First name: \_\_\_\_\_ \*Gender: ☐ Male ☐ Female  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_  
Home phone: (\_\_\_\_) \_\_\_\_\_-\_\_\_\_ Cell phone: (\_\_\_\_) \_\_\_\_\_-\_\_\_\_ Email: \_\_\_\_\_  
Preferred language: \_\_\_\_\_ \*Ethnicity: ☐ Hispanic or Latino ☐ Not Hispanic or Latino  
\*Race: ☐ Alaska Native or American Indian ☐ Asian ☐ Black or African American ☐ Native Hawaiian or other Pacific Islander ☐ White  
\*Do you have a disability? ☐ Yes ☐ No  
\* Note: These questions are voluntary. Information will be kept confidential and is intended for use solely in connection with record keeping and affirmative action requirements. You will not be penalized for refusal to answer.

**Education:**  
Highest grade completed: ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ 9 ☐ 10 ☐ 11 ☐ High School Graduate or ☐ GED/TASC  
Vocational Degree/Certificate: Issuing institution: \_\_\_\_\_ Type: \_\_\_\_\_  
Highest college level completed: Some College - ☐ 1 year ☐ 2 years ☐ 3 years ☐ Associate's ☐ Bachelor's ☐ Master's ☐ Doctoral Degree  
College attended: \_\_\_\_\_ List major: \_\_\_\_\_ State: \_\_\_\_\_  
School status: ☐ Attending school ☐ Not attending school If in school, list details: \_\_\_\_\_

**Veteran Status:**  
Did you serve in the military? ☐ Yes ☐ No If yes, please list dates of active service: \_\_\_\_/\_\_\_\_/\_\_\_\_ through \_\_\_\_/\_\_\_\_/\_\_\_\_  
Military branch: \_\_\_\_\_ Housing status: ☐ Own home ☐ Rent ☐ Homeless  
Are you receiving compensation for a service-connected disability? ☐ Yes ☐ No If yes, is your disability rating 30% or higher? ☐ Yes ☐ No

**Employment, Job Search & Preferences:**  
Current employer name: \_\_\_\_\_ Job location: \_\_\_\_\_  
Job title: \_\_\_\_\_ Wage/salary: \_\_\_\_\_ ☐ hourly ☐ annual  
Start date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Layoff date (if known): \_\_\_\_/\_\_\_\_/\_\_\_\_ Length of time: \_\_\_\_ years \_\_\_\_ months  
Job description (be specific): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Job skills (from all jobs/training): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Do you have a resume? ☐ Yes ☐ No Would you like help updating or creating a resume? ☐ Yes ☐ No  
Would you like to receive information on ☐ Interview Tips ☐ Cover Letter Writing ☐ Funding for Training ☐ Career Planning  
What job titles will you be applying for during your work search? \_\_\_\_\_  
List some businesses you might be interested in working at: \_\_\_\_\_  
Are you thinking about enrolling in school or training? ☐ Yes ☐ No If yes, what type of training? \_\_\_\_\_  
What is the minimum salary you expect to earn at your next position? \_\_\_\_\_ ☐ hourly ☐ annual  
What hours of work do you prefer? ☐ Full time ☐ Part time Preferred shift: ☐ First ☐ Second ☐ Third ☐ Any  
How do you get to work? \_\_\_\_\_ How many miles are you willing to travel to work? ☐ 5 ☐ 10 ☐ 25 ☐ 50  
Do you have a Driver's License? ☐ Yes ☐ No If yes, issuing state: \_\_\_\_\_ What class of license do you have? \_\_\_\_\_  
**New York State Department of Labor is an Equal Opportunity Employer/Program.**  
**Auxiliary aids and services are available upon request to individuals with disabilities.**

ES 9 (10/17)

**WE ARE YOUR DOL**

# Customers have said...



*I feel compelled to express my sincere appreciation to Rapid Response staff. The staff were my business partner in helping me find my next job. With their help, I landed a great job with great benefits!*



*Rapid Response staff helped me condense and craft my resume. They supplied me with job leads and kept me informed about regional job fairs. Because of their help, I found a job today!*



## ***“...thanks for your help!”***

**WE ARE YOUR DOL**





# Businesses have said....



*We participated in a targeted job fair hosted by Rapid Response to support affected workers of Wells Enterprises and found an amazing Quality Assurance Supervisor.*

*Rosina Foods*



*The Rapid Response Coordinator's attention to detail, level of responsiveness, and willingness to instantly provide me with available resources have been tremendous to me.*

*Claims Recovery Financial Services*



## *“....your support is tremendous!”*

**WE ARE YOUR DOL**



# WE ARE YOUR DOL



## Job Search Tools

# Job Search Tools Available to You

- [Virtual Career Center](#)
- [NYS Job Bank](#)
- [InterviewStream](#)
- [Coursera](#)

**FREE** TOOLS,  
RESOURCES,  
AND SERVICES  
**TO PLAN YOUR FUTURE.**





# The New Virtual Career Center is Here!

Access Our New Virtual Career Center

SIGN UP HERE

250,000+  
Jobs

**REIMAGINE YOUR CAREER**  
and find a job you love!

[dol.ny.gov/virtual-career-center-ind](https://dol.ny.gov/virtual-career-center-ind)



# NEW YORK STATE JOB BANK

WE ARE YOUR DOL



Search for these jobs keywords

Cities

[See List](#)

All Categories | ▼

[Add Advanced Fields](#)

[Search All States](#)

**FIND JOBS**

## Welcome to the New York State Job Bank!

### Businesses -

- Stop manually posting jobs! If you have a corporate career site, [find out how to automatically post your jobs](#).
- If you don't find the talent you're looking for, [contact us](#) and we can help you!

**Job Seekers** - Post Your Resume Today for Free. We Offer Only Real Jobs, Good Jobs, No Spam!

**Labor Dispute Notices** - Please be advised that the New York State Department of Labor does not provide recruitment assistance for replacement workers during a Labor Dispute (strike).

### BUSINESSES

[Create/Login to Your Employer Account](#)  
[Employer Desktop](#)  
[Post Jobs for Free](#)  
[Search Resumes](#)  
[Resume Search Agents](#)  
[Federal Compliance](#)

### Business Resources

[Business Services](#)  
[Workforce Data](#)  
[Labor Market Analysts](#)  
[Regional Business Services Representatives](#)  
[Looking for Workers](#)  
[Job Fairs and Recruitments](#)

### JOB SEEKERS

[Create/Login to Your Account](#)  
[Job Seeker Desktop](#)  
[Post Your Resume](#)  
[New York State Career Centers](#)  
[Job Search Agents](#)  
[Follow us on Twitter](#)  
[Visit our Facebook page](#)

### Job Seeker Resources

[Career Planning Information](#)  
[Veteran Resources](#)  
[Unemployment Assistance](#)  
[Job Fairs and Recruitments](#)  
[Potential Employers](#)  
[Civil Service](#)

# NEW YORK STATE JOB BANK

[myjobs.ny.gov](https://myjobs.ny.gov)



**Department  
of Labor**

# MICROSITES

## Seasonal Jobs

[seasonalworks.labor.ny.gov](https://seasonalworks.labor.ny.gov)

## Tourism Industry

[nytourism.usnlx.com](https://nytourism.usnlx.com)


## Part-Time Jobs

[nyparttime.usnlx.com](https://nyparttime.usnlx.com)

CAREERS

WE ARE YOUR DOL

Post Jobs



NY SEASONAL JOBS

WE ARE YOUR DOL

Department of Labor

What

Where

job title, keywords

city, state, country

Home

View All Jobs (14,631)

Jobs

Park Ranger - Seasonal

New York State Civil Service - Albany, New York

Agricultural Equipment Operators

Woodcrest Genetics, LLC - Lisbon, New York

Park Ranger - Seasonal

New York State Civil Service - Albany, New York

Park Ranger - Seasonal

New York State Civil Service - Albany, New York

Farmworker: Diversified

Specialty Care Farm Labor Contractors LLC - Clinton County, New York

Filter by City

New York, NY (2,994)

Albany, NY (531)

Rochester, NY (511)

Brooklyn, NY (488)

Buffalo, NY (408)

Bronx, NY (346)

Syracuse, NY (293)


Jericho, NY (136)

Delmar, NY (128)

CAREERS

WE ARE YOUR DOL

Post Jobs



TOURISM JOBS IN NEW YORK STATE

NEW YORK STATE OF OPPORTUNITY

Department of Labor

I ♥ NY

What

Where

job title, keywords

city, state, country

Home

View All Jobs (24,550)

Jobs

Retail Associate Temporary Part Time

TJX - Staten Island, New York

Prepared Foods Dishwasher - Full Time

Whole Foods Market - Garden City, New York

Line Cook - AM Shifts

DelMonte Hotel Group - Rochester, New York

Floater

Syracuse University - Syracuse, New York

Cashier

Kinney Drugs - Hamilton, New York

Filter by City

New York, NY (2,784)

Brooklyn, NY (1,118)

Rochester, NY (1,104)

Bronx, NY (846)

Syracuse, NY (560)

Buffalo, NY (580)

Albany, NY (497)

Staten Island, NY (271)

Schenectady, NY (235)

CAREERS

WE ARE YOUR DOL

Post Jobs



FIND PART-TIME WORK

What

Where

job title, keywords

city, state, country

Home

View All Jobs (28,752)

Jobs

Part-Time Faculty: DES 104.2: Fundamentals of Design (Spring 2023)

Syracuse University - Syracuse, New York

Home Health Aide/Personal Care Assistant

JZANUS HOME CARE, INC. - Floral Park, New York

Retail Associate Temporary Part Time

TJX - Staten Island, New York

General Dentist

Dentistry Dental Services - Troy, New York

Filter by City

New York, NY (3,554)

Rochester, NY (1,877)

Albany, NY (1,153)

Brooklyn, NY (984)

Syracuse, NY (962)

Buffalo, NY (900)

Bronx, NY (847)

WE ARE YOUR DOL



# InterviewStream



[dol.ny.gov/interviewstream](https://dol.ny.gov/interviewstream)

[\*\*dol.ny.gov/interviewstream\*\*](https://dol.ny.gov/interviewstream)

powered by  
 **interviewstream**

-  It's FREE and convenient – practice anywhere, anytime
-  Practice Interviewing from mobile devices
-  Choose from 7,000+ job / industry specific questions
-  Critique yourself or share your interview with others
-  Develop confidence by practicing as much as you like



LOOKING TO  
BUILD YOUR  
SKILLS NOW?

**YOUR DOL  
CAN HELP.**

**coursera**

LET'S GET TO

**WORK**

+

WE ARE YOUR DOL



Department  
of Labor





# Coursera

## 4,000+ Classes Across High-Growth, In-Demand Sectors Including Science, Business, & Technology

- Math and Logic
- Health
- Information Technology
- Language Learning
- Business
- Personal Development
- Arts & Humanities
- Social Sciences
- Physical Science & Engineering

**[dol.ny.gov/online-learning-coursera](https://dol.ny.gov/online-learning-coursera)**

**WE ARE YOUR DOL**



# WE ARE YOUR DOL



## Career Center Services

# Career Center Services

- Recruitments & Virtual Career Fairs
- Customized Resume Assistance
- Job Referrals
- Training/Education Information
- Career Related Virtual Workshops
- Individual Career Counseling
- Veteran Services
- Community Services Information & Referral

Find your local center at:

**[dol.ny.gov/career-centers](https://dol.ny.gov/career-centers)**

# Free Virtual Workshops

[on.ny.gov/careercalendar](https://on.ny.gov/careercalendar)

- Resume Writing
- Goal Setting
- Virtual Job Fairs
- Interviewing
- Training Grants
- Salary Negotiation
- Communication Skills
- Using Age to Your Advantage
- Career Exploration
- Social Media/LinkedIn
- Veterans Services
- Disability and Disclosure

**WE ARE YOUR DOL**





# Recruitments and Hiring Events

Virtual & In Person Event Calendar  
[on.ny.gov/careercalendar](https://on.ny.gov/careercalendar)

Event Date: June 18<sup>th</sup>

Event Time: 11:00am – 2:00pm

[nysdolvirtual.easyvirtualfair.com](https://nysdolvirtual.easyvirtualfair.com)



There will be a preview day on **June 17<sup>th</sup>** starting at **9:00am** giving jobseekers the opportunity to preview available positions & attending businesses.

# Centers for Careers In Government (CCG)

*Find a Rewarding Career in Public Service!*



**NYS IS HIRING!**

**NO EXAMS NEEDED TO APPLY!**  
**POSITIONS ARE AVAILABLE**  
**ACROSS NYS AGENCIES**

WE ARE YOUR DOL

 Department of Labor

**#NYHELPS**

[statejobs.ny.gov](https://statejobs.ny.gov)

WE ARE YOUR DOL

 Department of Labor

# Centers for Careers In Government (CCG)

*CCG staff are available in regional DOL Career Centers!*

To view schedule & register for  
In-person Workshops, Job Fairs & Hiring Events, please visit:

**[cs.ny.gov/ccg](https://cs.ny.gov/ccg)**



Contact your Regional Civil Service Point of Contact (POC)

Email: **[CCG@cs.ny.gov](mailto:CCG@cs.ny.gov)**

**WE ARE YOUR DOL**



# Priority Services for Veterans

New York State's Career Centers are proud to offer Priority of Service to Veterans and Eligible Persons:

- “Front of the line” privilege
- Served first by the next available staff member
- Given first priority to any jobs or training for which they are eligible and qualified



[dol.ny.gov/services-veterans](https://dol.ny.gov/services-veterans)



# WE ARE YOUR DOL



## Unemployment Insurance Benefits

# Unemployment Insurance Facts

Temporary income for eligible workers who lose their job through no fault of their own.

- File your claim the first week you lose your job. The first week is an unpaid waiting week.
- If eligible, your first payment will generally be made 2 - 3 weeks from when your claim is completed and processed.
- A claim is valid for 1 year; up to 26 weeks of regular UI benefits
- Certify weekly for each weekly benefit payment.

# Unemployment Insurance Facts

- Minimum benefit rate is \$136 per week; maximum \$504.
- Based on prior earnings in a 'base period'; *an 18 month look back*.
- Unemployment Insurance benefits ***are taxable!***
  - 10% for federal tax and 2.5% for state tax
  - You may choose to have taxes withheld

WE ARE YOUR DOL



# INFORMATION NEEDED TO APPLY FOR UI BENEFITS

Before you file a new claim for benefits, be sure to have all of the following information:

- ✓ NYS driver's license or Motor Vehicle ID card number (if you have either one).
- ✓ Alien Registration card number (if you are not a U.S. Citizen and have a card).
- ✓ Complete mailing address and zip code.
- ✓ A phone number where we can reach you.
- ✓ Names and addresses of all employers for the last 18 months, including those in other states.
- ✓ Employer Registration Number (ERN) or Federal Employer Identification Number (FEIN) of your most recent employer (FEIN is on your W-2 forms).
- ✓ Copies of forms SF8 and SF50, if you were a federal employee.
- ✓ Most recent separation form (DD 214), for military service.



# Where to File Your Claim

1. Online at [dol.ny.gov](https://dol.ny.gov)
2. Call the Telephone Claims Center at 1-888-209-8124

Watch our video on our **NYSLabor** YouTube Channel directly at [youtube.com/watch?v=lynNsoJbdL0](https://youtube.com/watch?v=lynNsoJbdL0)

**Important: Don't file now - File your claim during the first week you are unemployed.**

# What to Expect After You File a Claim

- Review your Monetary Determination and Claimant Handbook
- Check your mail and email, respond to any questionnaires, online forms, or phone calls from the Department of Labor right away to prevent delays in your payments.
- Certify for Benefits Each Week
  1. Online: [labor.ny.gov/signin](https://labor.ny.gov/signin), select “Unemployment Services”, then choose “Claim weekly benefits”, or
  2. By phone: Call 1-888-581-5812
    - Hours: 24 hours a day, 7 days a week

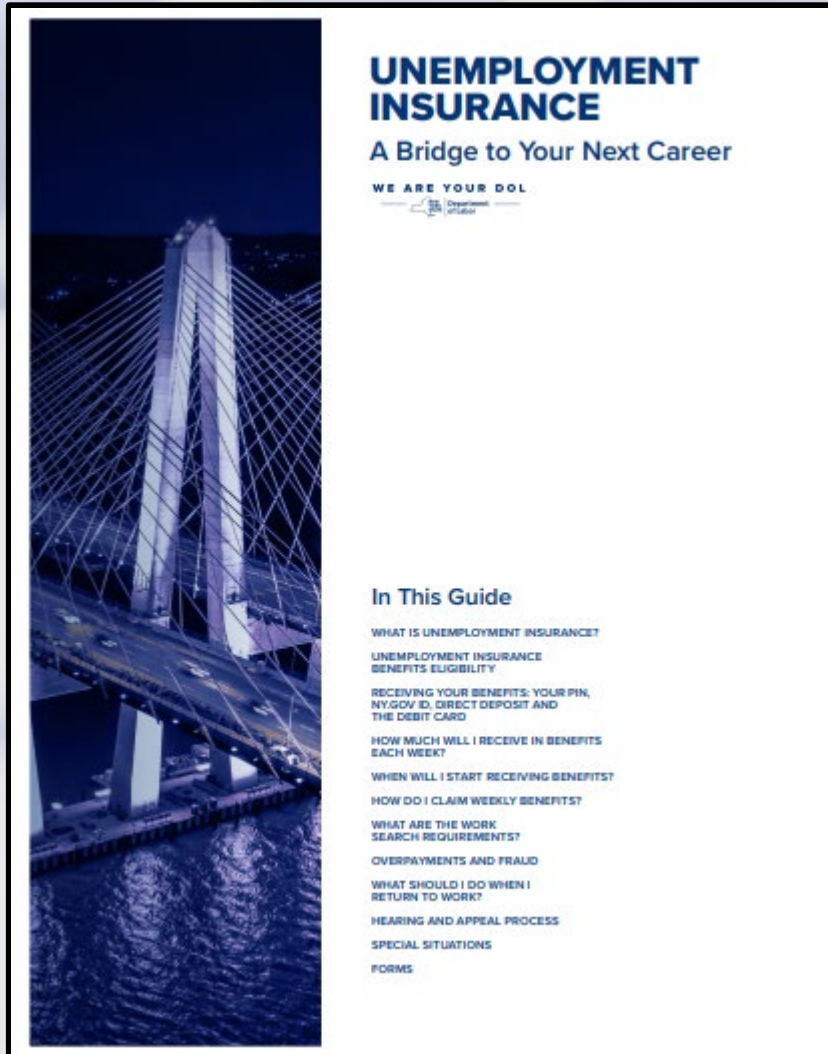
**WE ARE YOUR DOL**



# Where Do I Find Answers To My Unemployment Questions?

Available online at:

[dol.ny.gov](https://dol.ny.gov)



**WE ARE YOUR DOL**





# **NY State of Health**

## *The Official Health Plan Marketplace*

# New York's Official Health Plan Marketplace

- One-stop shopping for subsidized and unsubsidized coverage
- Easily compare health plan options
- Free personalized one-on-one help
- The only place to check eligibility and apply for financial assistance
- Enroll in Qualified Health Plans, Essential Plan, Child Health Plus, and Medicaid
- Available to:
  - New York State residents only

# Covered Benefits

- Free preventive care
- Inpatient care
- Outpatient services
- Maternity and newborn care
- Emergency services
- Lab and imaging
- Prescription drug
- Rehabilitative and habilitative
- Mental health and substance abuse disorder services
- Wellness and chronic disease management
- Pediatric dental and vision

- **Adult dental coverage and other benefits may also be available**




# View the Resources Online

[HOME](#)

[Search by Health Insurance Company](#)

[Search by Provider for a Health Plan](#)

[Search by Facility for a Health Plan](#)



Not sure how to get started? Click here to watch a short video!

## WELCOME TO THE NYS Provider & Health Plan Look-Up

[pndslookup.health.ny.gov](https://pndslookup.health.ny.gov)

Use this tool when you are deciding which health plan to enroll in or when you are looking for a provider, for example a hospital or doctor, that works with your plan. The tool is updated with information sent to New York State directly by health plans. BUT, to be on the safe side, you should still ask the provider if they accept your health plan and participate in your network before receiving health care services or before enrolling in a health plan.

### SEARCH BY HEALTH INSURANCE COMPANY

Enter a health insurance company name and the tool will tell you which providers are in the health insurance company's network.

[Search by Health Insurance Company ▾](#)

### SEARCH BY PROVIDER FOR A HEALTH PLAN

Enter a provider name and the tool will tell you which health plans' networks include that provider.

[Search by provider for a Health Plan](#)

### SEARCH BY FACILITY FOR A HEALTH PLAN

Enter a facility name and the tool will tell you which health plans' networks include that facility.

[Search by facility for a Health Plan](#)

Use this tool when you are deciding which health plan to enroll in or when you are looking for a provider (e.g., a hospital or doctor) that works with your plan.

# Speak to an Assistor

Use the Searchable Directory



[info.nystateofhealth.ny.gov/findassistor](http://info.nystateofhealth.ny.gov/findassistor)

## Find Broker/ Navigator

A Broker or Navigator can assist you or your employees to get health insurance through NY Health Exchange. You can authorize a Broker/ Navigator to work on your behalf. Please use following filters to search a Broker/ Navigator

Filter Options

First Name

Last Name

Agency Name

--Select--

Zip Code

Issuer Affiliations

--Select--

Counties Served

--Select--

Languages Supported

--Select--

Group Size

--Select--

Type of Agent\*

--Select--

Reset All

Search

[nystateofhealth.ny.gov](http://nystateofhealth.ny.gov)

# How to Enroll

## Enrollment Assistors

- Located in every county
- Make appointment for free one-on-one application assistance
- Assistance in 38 languages
- [info.nystateofhealth.ny.gov/IPANavigatorSiteLocations](https://info.nystateofhealth.ny.gov/IPANavigatorSiteLocations)

## Customer Service Center

1-855-355-5777

- Get answers to your questions
- Complete application over the phone
- Open Mon-Fri 8am to 8pm & Sat 9am to 1pm
- Assistance in all languages

## Website

[nystateofhealth.ny.gov](https://nystateofhealth.ny.gov)

- Complete application online
- Request assistance from Customer Service Center or in-person assistor if needed





Department  
of Labor

AmericanJobCenter

**Workforce Development System  
Rapid Response Customer Application and Information Survey**

Please complete this form, as this will help us find services and programs that fit your needs. Please print clearly.

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Date of birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Social Security Number: \_\_\_\_-\_\_\_\_-\_\_\_\_

Last name: \_\_\_\_\_ First name: \_\_\_\_\_ \*Gender: ☐ Male ☐ Female

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

Home phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Cell phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Email: \_\_\_\_\_

Preferred language: \_\_\_\_\_ \*Ethnicity: ☐ Hispanic or Latino ☐ Not Hispanic or Latino

\*Race: ☐ Alaska Native or American Indian ☐ Asian ☐ Black or African American ☐ Native Hawaiian or other Pacific Islander ☐ White

\*Do you have a disability? ☐ Yes ☐ No

\* Note: These questions are voluntary. Information will be kept confidential and is intended for use solely in connection with record keeping and affirmative action requirements. You will not be penalized for refusal to answer.

**Education:**

Highest grade completed: ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ 9 ☐ 10 ☐ 11 ☐ High School Graduate or ☐ GED/TASC

Vocational Degree/Certificate: Issuing institution: \_\_\_\_\_ Type: \_\_\_\_\_

Highest college level completed: Some College -- ☐ 1 year ☐ 2 years ☐ 3 years ☐ Associate's ☐ Bachelor's ☐ Master's ☐ Doctoral Degree

College attended: \_\_\_\_\_ List major: \_\_\_\_\_ State: \_\_\_\_\_

School status: ☐ Attending school ☐ Not attending school If in school, list details: \_\_\_\_\_

**Veteran Status:**

Did you serve in the military? ☐ Yes ☐ No If yes, please list dates of active service: \_\_\_\_/\_\_\_\_/\_\_\_\_ through \_\_\_\_/\_\_\_\_/\_\_\_\_

Military branch: \_\_\_\_\_ Housing status: ☐ Own home ☐ Rent ☐ Homeless

Are you receiving compensation for a service-connected disability? ☐ Yes ☐ No If yes, is your disability rating 30% or higher? ☐ Yes ☐ No

**Employment, Job Search & Preferences:**

Current employer name: \_\_\_\_\_ Job location: \_\_\_\_\_

Job title: \_\_\_\_\_ Wage/salary: \_\_\_\_\_ ☐ hourly ☐ annual

Start date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Layoff date (if known): \_\_\_\_/\_\_\_\_/\_\_\_\_ Length of time: \_\_\_\_ years \_\_\_\_ months

Job description (be specific): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Job skills (from all jobs/training): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Do you have a resume? ☐ Yes ☐ No Would you like help updating or creating a resume? ☐ Yes ☐ No

Would you like to receive information on ☐ Interview Tips ☐ Cover Letter Writing ☐ Funding for Training ☐ Career Planning

What job titles will you be applying for during your work search? \_\_\_\_\_

List some businesses you might be interested in working at: \_\_\_\_\_

Are you thinking about enrolling in school or training? ☐ Yes ☐ No If yes, what type of training? \_\_\_\_\_

What is the minimum salary you expect to earn at your next position? \_\_\_\_\_ ☐ hourly ☐ annual

What hours of work do you prefer? ☐ Full time ☐ Part time Preferred shift: ☐ First ☐ Second ☐ Third ☐ Any

How do you get to work? \_\_\_\_\_ How many miles are you willing to travel to work? ☐ 5 ☐ 10 ☐ 25 ☐ 50

Do you have a Driver's License? ☐ Yes ☐ No If yes, issuing state: \_\_\_\_\_ What class of license do you have? \_\_\_\_\_

New York State Department of Labor is an Equal Opportunity Employer/Program.  
Auxiliary aids and services are available upon request to individuals with disabilities.

Please return your  
*Rapid Response*  
*Customer Application*



Department  
of Labor

# Thank You!

## **Elias Flores**

*Regional Rapid Response Coordinator – Hudson Valley Region*  
(845) 568-5392 | [elias.flores@labor.ny.gov](mailto:elias.flores@labor.ny.gov)

## **Meghan Lambert**

*Employment Counselor – Hudson Valley Region*  
(845) 568-5283 | [meghan.lambert@labor.ny.gov](mailto:meghan.lambert@labor.ny.gov)

## **Maritza Ortega-Candelario**

*Labor Services Representative – Hudson Valley Region*  
(845) 568-5285 | [maritza.ortega-candelario@labor.ny.gov](mailto:maritza.ortega-candelario@labor.ny.gov)

**[dol.ny.gov](https://dol.ny.gov)**

**WE ARE YOUR DOL**

