

## COMPREHENSIVE CAREER CENTER

WorkSource Whidbey is proud to provide employment and training services to the public through a partnership of government, non-profit and community service organizations. We are dedicated to meeting the needs of our local business by building a skilled workforce and contributing to our region's economic growth.



### WORKSHOPS & SEMINARS

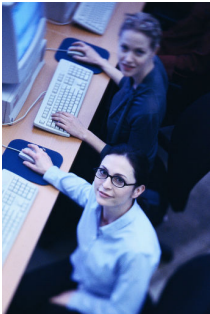
Fun and informative in a casual atmosphere

- Job Search Strategies
- Skills & Abilities Analysis
- Applications, Resumes and Cover Letters
- Interviewing Techniques
- Writing a Business Plan

### FREE TECHNOLOGY USE

For your job searching needs

- Computers with internet access, assessment tools and interview practice software
- Create and print your resume and other employment-related documents  
*Bring a floppy disk or USB drive to save your work*
- Fax applications to employers
- Copier and phone for use in your job search



### UNEMPLOYMENT INSURANCE INFORMATION

For questions or to file an Unemployment Insurance claim

By phone: 1-800-318-6022  
Online: [www.esd.wa.gov](http://www.esd.wa.gov)

### ONLINE RESOURCES

#### Go2Worksource.com

- Find hundreds of available jobs
- Apply for local, state and national jobs
- Post your resume online for employers to view
- Discover job search strategies for success

#### WorksourceNorthwest.com

- Find job search links and local resources
- Explore careers and view occupational information videos
- Discover education and training opportunities
- View workshop, job fair and event calendars



**HELPING  
BUSINESSES &  
JOB SEEKERS  
SUCCEED!**

**Free Membership!**

**Valuable services  
provided at  
NO COST to you!**

**Hours:  
Monday – Friday  
8:00am – 5:00pm**

**31975 SR 20, Suite 3  
Oak Harbor, WA 98277**

**(360) 675-5966**



## BUSINESS SERVICES

WorkSource can provide your company with human resource assistance, help during layoffs and access to resources for business development.

- Assistance with finding qualified applicants
- Strategies to market your current job openings
- Private offices at WorkSource for interviewing candidates
- Resources for staff development and employee skills assessment
- Assistance when dealing with company closures and layoffs
- Access to current labor market information and local economic trends
- Business resources for working with people with disabilities, obtaining tax credits, addressing human resource needs, etc.
- Customized solutions for YOUR business needs

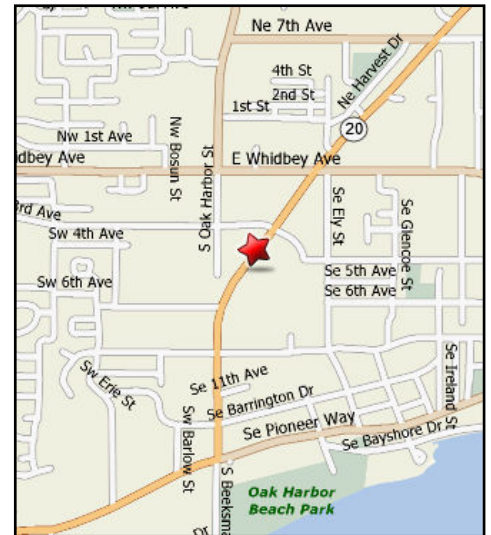


## WHERE TO FIND US



31975 SR 20, Suite 3  
Oak Harbor, WA 98277  
(360) 675-5966

Helping Business  
and Job Seekers  
Succeed!



WorkSource Whidbey is open to the public. No fee is required. The Center is an adult learning environment. Please remember, Resource Lobby is for job search, career exploration, training research, and Unemployment Insurance. Computer activity is monitored. Per our policy, if you've worked on a computer for two hours or more, we will ask you to take a break if other customers are waiting.