



Business Solutions

Our Michigan Works! Business Solutions Team is your local industry resource when it comes to helping recruit talent, retain staff and expand your business. Rely on our business solutions professionals to *personally* assist you with everything from planning out the beginning hiring stages to developing training customized to meet your needs.

How Business Solutions can help you RECRUIT the right employee:

YOUR NEED

HOW WE CAN HELP

DETERMINE STAFFING NEEDS

- Supply wage, benefit, unemployment rates and other labor market data
- Provide data on our local and regional labor supply
- Research and report on industry and local trends, including education
- Create a professional job description to attract the right hire

RECRUITING TALENT

- Post position on our state-of-the-art job-matching website and the Michigan Talent Bank
- Announce opening on our social media sites to 800+ followers—and growing! (including Facebook, Twitter and LinkedIn)
- Recruit through classified ads
- Connect you with our training graduates and educational and community college partners

PROCESS, SORT & DELIVER

- Manage the application process
- Pre-sort and screen applications for required knowledge, skills and abilities
- Complete background checks through third-party vendors
- Hand deliver or send electronic copies of real-time applications

INTERVIEW & ASSESS

- Assist with the development of interview questions
- Provide access to professional conference and interview rooms
- Administer skill and reliability assessments—customized to meet your needs



How Business Solutions can help you RETAIN your current employees:

TRAINING YOUR CURRENT WORKFORCE

In addition to recruiting new talent, our Business Solutions team has the capacity to upgrade your incumbent workers' skills and can even design or adapt training curricula in conjunction with local training partners to do so.

Contact the Business Solutions team at 1.800.533.5800, ext. 1110, for details.



How Business Solutions can help you EXPAND your business:

VALUE-ADDED BUSINESS CONSULTING SERVICES

Looking to retain and expand your business? We can connect you with a number of resource partners equipped to help you grow in various ways.

- **Michigan Small Business and Technology Development:**
Provides confidential business plan operations, financial counseling services, research and advocacy for new ventures
- **Procurement Technical Assistance Center:**
Provides no-fee assistance to companies that are interested in doing business with state or federal government agencies
- **Michigan Economic Development Corporation:**
Provides business development services, including information on business taxes, relocation services and entrepreneurial development services
- **Michigan Works! Berrien, Cass, Van Buren:**
Provides customized training and recruitment services



Berrien • Cass • Van Buren

CONTACT INFORMATION

Benton Harbor
499 West Main Street
Benton Harbor, MI 49022
P | 269-927-1799, x1130
F | 269-927-1399
M - F, 8 a.m.-5 p.m.
W, 8 a.m.-8 p.m.

Dowagiac
601-D Front Street
Dowagiac, MI 49047
P | 269-782-9864, x1300
F | 269-782-5706
M - F, 8 a.m.-5 p.m.
W, 8 a.m.-8 p.m.

Bridge Academy
777 Riverview Drive
Benton Harbor, MI 49022
P | 269-277-5122

Adult Education Hours
M - Th, 9 a.m.-7 p.m.

Youth Hours
M, 10 a.m.-4 p.m.
T - Th, 9 a.m.-4 p.m.
F, 9 a.m.-2 p.m.

Youth Registration
M - Th, 9 a.m.-Noon

Paw Paw
32849 Red Arrow Highway
Paw Paw, MI 49079
P | 269-657-7014, x1250
F | 269-657-6865
M - F, 8 a.m.-5 p.m.
W, 8 a.m.-8 p.m.



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**PERSONALIZED SERVICES
LOCAL INSIGHT
HI-TECH ADVANTAGE**

1.800.533.5800 | miworks.org