



WIA's Dislocated Worker and Adult Programs

**** must qualify & be enrolled in Workforce Investment Act (WIA) programs to participate in the following services ****

Career Counseling

- Career Exploration
- Individual Career Guidance & Direction
- Development of Employment Goals
- Career Assessment

Job Search Workshops

- Successful Job Search Strategies
- Develop a Dynamic Resume
- Winning the Job in the Interview
- Salary Negotiations
- Career Transitions
- Succeeding in Your New Career

Job Development & Job Referral

- Individual Job Search Support & Job Referrals
- Daily & Weekly Job Listings
- Marketing of Individual Resumes
- Resume-At-A-Glance
- E-mail Newsletter

Skills Enhancement

- Software Tutorials (self-directed)
 - * MS Office: Word, Excel, Access, and PowerPoint
 - * Typing & 10-key
- Outside Training Options

Career Development / Retention Services

- Job Retention Counseling
- Career Path Development
- Customer Satisfaction Survey
- Post-Employment Follow-up for one year
- Supportive Service Referrals

For further information, call:
314-381-2253 to schedule an appointment.

There is no charge for the services provided by the Missouri Career Centers.