

**The Workforce Partnership** is a consortium of local governments (including North Hempstead and Glen Cove) funded by the Federal Workforce Investment Act that provides valuable resources to job seekers. The Town of Oyster Bay is the administrator of the Workforce Partnership, which jointly operates Workforce New York Career Centers in Hicksville and Massapequa. The Hicksville Career center is located at 301 W. Old Country Road, Hicksville, NY in the NYS Department of Labor Building. The Massapequa Career Center is located at 977 Hicksville Road, Massapequa, NY in the Oyster Bay Town Hall South Building. Both centers offer a wealth of FREE resources to both job seekers and employers.

The Career Centers help job seekers access employment opportunities. The Centers have resource rooms, which are equipped with state-of-the-art computer workstations complete with Microsoft software and Internet access. In addition, photocopiers, fax machines, resource materials, job listings, and telephones are available. The Centers provide resume and interview workshops and career counselors to guide you. Basic computer workshops are taught in modern computer labs on-site. In order to increase your marketability, you can update or acquire new computer skills at the Center. The rooms are user-friendly, and provide a professional environment away from home in which to conduct your job search. Staff are on hand to assist you. We have career specialists available to assess your background, help you identify transferable skills, answer questions and facilitate you with creating a job search plan. The centers offer various focus groups and seminars covering a wide variety of topics ranging from resume writing, interviewing, and job search techniques to transitional skills and stress management.

**Certifications in demand occupations** are available - Such as: Health Occupations, Bio Technology, Technology, Construction Trades, Computer, Clerical, Business, Culinary Arts, Hospitality, Service Industries and Transportation.

[www.theworkforcepartnership.com/](http://www.theworkforcepartnership.com/)

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### **Hicksville Career Center**

#### **Department of Labor Office**

301 Old Country Road  
Hicksville, NY 11801  
(516) 873-5670

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**Long Island Works Coalition** – an internship clearing house for students

<http://www.liworks.org/>

631-843-4010

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Every College/University has career services for their alumni. Besides job listings, it may include listings of alumni who are willing to be a resource in their own career field.

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**Public Library** – Many have good programs, for example:

**CAREER COUNSELING For Manhasset residents only.**

Diane Reynolds, MS, Ed., who has had over 20 years of career counseling and outplacement experience, will meet on a one-on-one basis with those seeking help with career options, résumé writing, and interview skills. Appointments are available once a month, on Saturdays. For more information and to schedule an appointment, call the Reference Desk, 627-2300.