



The Work Place *Job Seeker Services*

Welcome to The Work Place

The Work Place, a member of the Massachusetts One-Stop Career Center Initiative, it is a collaboration of the City of Boston's Office of Jobs and Community Services and Jewish Vocational Service.

The Work Place as a member of the One-Stop Career Center offers a wide range of customer-focused, high quality services to both job seekers and employers. We assist individual job seekers in making informed decisions regarding career management, job search, education and training. Many of our services are offered at no cost.

Become a Member of The Work Place. Membership is free and easy to obtain. Our members have unlimited access to our expansive, multimedia Career Resource Library and a selection of our job and career search related workshops. We also offer the opportunity for you to meet with a variety of employers who conduct on site recruitments. In addition, The Work Place offers a range of customized services, which allow you to meet one-on-one with a Work Place staff member in order to improve your job or career search and obtain information on skills training opportunities.

We Look Forward to Seeing You. Are you interested in learning more about our services? We encourage you to become a member by attending one of the welcome sessions listed below. ***A picture ID is required*** at the time you submit your application. All ID's are accepted as long as they contain your picture and name. Before you leave the office schedule your welcome session with the receptionist. If you're not sure what day you will be attending the welcome session you can schedule by phone at your earliest convenience. Thank you for choosing The Work Place.

The Work Place Welcome Session schedule	
Monday	5:30pm - 6:15pm
Wednesday	3:00pm - 3:45pm
Thursday	11:00am - 11:45am

HIGHEST DEGREE COMPLETED? Please check one below.

LESS THAN HIGH SCHOOL (GRADE COMPLETED _____)

POST SECOND W/ HIGHSCHOOL DIPLOMA

SOME COLLEGE (HIGHEST EDUCATION GRADE _____)

HIGH SCHOOL

GED

ASSOCIATES
DEGREE

VOCATIONAL
DEGREE

BACHELOR DEGREE

MASTERS DEGREE

DOCTORATE
DEGREE

OTHER ADVANCED
DEGREE

EDUCATION INFORMATION

IN SCHOOL: YES NO

NUMBER OF YEARS OF SCHOOLING COMPLETED _____ HIGHEST DEGREE: _____

INSTITUTION _____ DEGREE _____ MAJOR _____

START DATE _____ END DATE _____

Licenses, Certification, and Registrations

TYPE: _____ TITLE: _____ ISSUED BY _____

START DATE _____ END DATE _____

Vocational Education and other Training

INSTITUTION _____ COURSE TITLE _____

START DATE _____ END DATE _____

EMPLOYMENT INFORMATION

COMPANY NAME _____ JOB TITLE _____

ADDRESS _____ SALARY _____ per hr/wk/yr

START DATE _____ END DATE _____

COMPANY NAME _____ JOB TITLE _____

ADDRESS _____ SALARY _____ per hr/wk/yr

START DATE _____ END DATE _____

Please Read:

By completing and handing in this membership form, you hereby agree to abide by The Work Place's Service Agreement and Career Resource Library policies while on the premises. Furthermore, failure to observe these policies may result in either temporary or permanent removal or dismissal from The Work Place. By becoming a member of The Work Place, you hereby agree to inform The Work Place about attainment of a new job or entrance into an educational program, including the name and address of the employer/educational institution, position/course of study, and wage/tuition information. You must permit The Work Place to verify this information. Furthermore, you agree to allow The Work Place to release information about your background to a potential employer or educational institution as a part of a referral to a job or training opportunity.