### Employer Resource Guide

**Employer Resource Card**


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### Recruiting and Hiring

**American Job Centers (AJCs)**
Targeted recruitments, pre-screening of applicants, business consulting services, job posting assistance, financial incentives
[www.ctdol.state.ct.us/ajc/americanjobcenters.htm](http://www.ctdol.state.ct.us/ajc/americanjobcenters.htm)

**CTHires**
CTDOL’s self-service job bank where CT employers can post jobs 24/7 and review resumes to find qualified candidates at no cost
[www.cthires.com](http://www.cthires.com)

**Department of Rehabilitation Services (DORS)**
Talent pool of qualified candidates to meet your business needs; worker retention services for employees with disabilities; on-the-job training funds; hiring tax credits
860-424-4859 mark.henry@ct.gov; 860-602-4031 jonathan.richmond@ct.gov

**DOL Local Veterans’ Employment Representatives**
Assist in hiring qualified veterans through job skills matching, outreach, hiring incentives, career fairs
860-263-6040 [www.ctvetjobs.com](http://www.ctvetjobs.com)

**DOL Work Opportunity Tax Credit (WOTC)**
Hiring tax credits up to $9,600 per qualified person
860-263-6060 [http://www.ctdol.state.ct.us/progsupt/taxcredits/taxcredit1.htm](http://www.ctdol.state.ct.us/progsupt/taxcredits/taxcredit1.htm)

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### Grants, Training, Consulting, and Workplace Safety

**DOL Manufacturing Innovation Fund — Incumbent Worker**
Training grants up to 50% for manufacturers, maximum grant $50,000
860-263-6732 [www.ctdol.state.ct.us/IWTmanufappform.htm](http://www.ctdol.state.ct.us/IWTmanufappform.htm)

**DOL Trade Adjustment Assistance On-the-Job Training**
Up to 50% of starting wage for eligible new employee up to 9 months
860-263-6070 [http://www.ctdol.state.ct.us/TradeAct/](http://www.ctdol.state.ct.us/TradeAct/)

**DOL Occupational Safety and Health Division CONN-OSHA**
Free and confidential on-site consulting on safety and OSHA
860-263-6900 [https://www.ctdol.state.ct.us/osha/contact.htm](https://www.ctdol.state.ct.us/osha/contact.htm)

**DOL Office of Apprenticeship Training**
Develop highly technical skills through state-certified apprenticeship, tax credits, wage subsidies, tuition reimbursement, scholarships
860-263-6085 [www.ctapprenticeship.com](http://www.ctapprenticeship.com)

**CCSU Institute of Technology & Business Development (ITBD)**
Affordable skill development: training by open enrollment sessions or customized projects; business incubation; conference facilities
860-832-0700 [www.ccsu.edu/itbd](http://www.ccsu.edu/itbd)
### Layoff Aversion Management

**DOL Rapid Response**  
Downsizing support to avert or manage layoffs or closings; placement assistance and resources  
860-263-6580 [dol.rapidresponse@ct.gov](mailto:dol.rapidresponse@ct.gov)

**DOL Shared Work**  
Employees share reduced hours to avoid layoffs, retain skilled workers  
860-263-6660 [DOLSharedWork@ct.gov](mailto:DOLSharedWork@ct.gov)

### Business Development and Partnerships

**CT Adult Education**  
Basic reading, writing, numeracy; English as a Second Language; Options for high school diploma or equivalency; citizenship  
[http://portal.ct.gov/SDE/Adult-Ed/Adult-Education-Programs-and-Services](http://portal.ct.gov/SDE/Adult-Ed/Adult-Education-Programs-and-Services)

**Dept. of Economic & Community Development (DECD)**  
Matching grants for manufacturers to innovate, grow, improve technology; grants, loans for small businesses to create jobs; direct loans, financial incentives for projects with strong economic potential  
860-500-2373 [Lindylee.gold@ct.gov](mailto:Lindylee.gold@ct.gov)

**DOL Office of Workforce Competitiveness (OWC)**  
Employer-led industry partnerships, sector strategies, career pathways initiatives  
860-263-6518 [www.ctdol.state.ct.us/OWC](http://www.ctdol.state.ct.us/OWC)

**Workforce Development Boards in Connecticut**  
Training to close the skills gap between state’s workforce and business demands; customized services to find, train, retain talent; financial incentives  
Capital Workforce Partners, North Central CT  
[www.capitalworkforce.org](http://www.capitalworkforce.org)  
Eastern Connecticut Workforce Investment Board, Eastern CT  
[www.ewib.org](http://www.ewib.org)  
Northwest Regional Workforce Investment Board, Northwest CT  
[www.nrwib.org](http://www.nrwib.org)  
Workforce Alliance, South Central CT, New Haven and Middletown areas:  
[http://www.workforcealliance.biz/services/middletown-american-job-center](http://www.workforcealliance.biz/services/middletown-american-job-center)  
The WorkPlace, Southwest CT  
[www.workplace.org](http://www.workplace.org)

### Other Department of Labor Resources

**Labor Market Information**  
Employment trends in Connecticut industries, labor market information  
860-263-6275 [www.ctdol.state.ct.us/lmi](http://www.ctdol.state.ct.us/lmi)