

Capital Region

New York State Career Centers: Convenient NO COST Job Search Services

Career Counseling

Our counselors will help you assess your needs, skills and interests. They will guide you through a step-by-step process to help you in your job search.

Resume Development

Expert staff will help you write and design a resume that gets results. We will show you how to tailor your resume and how to market your skills on the Internet.

Workshops & Job Clubs

You can explore topics in a group setting, including:

- Job Search Strategies
- Networking
- Salary Negotiations
- Transferring Skills
- Resume Preparation
- Managing Stress
- Finances and Budgeting
- Practice Interviewing

Resource Rooms: Computer/Internet, Phone, Fax and Copier Access

Job seekers can use our personal computers, equipped with high-speed Internet connections. We have telephones that allow you to speak privately to prospective employers. There are printers, copiers and faxes available for your use at no charge.

Adult Basic Education/English as a Second Language

We can refer you to no-cost courses to help you earn a high school equivalency diploma or to improve your English-language skills.

Job Search Resources and Job Placement Assistance

Businesses throughout New York State list job openings with the Labor Department. You can review job boards and online job openings. Placement Specialists can also help you make a targeted job search.

Events and Recruitments

Many businesses use our centers to conduct job recruitments and on-site interviews. Visit www.labor.ny.gov or ask our Career Center staff for a list of upcoming recruitments and events.

Vocational Classroom and On-the-Job Training (For Those Who Qualify)

We can provide short-term training for long-term careers. (Subject to funding availability and program regulations.)

Internet-Based Job/Talent Bank

You can use this site to post your resume and search local or national job openings from your home at any hour of the day or night.

Go to: www.labor.ny.gov/jobs or www.jobzone.ny.gov

Accommodations and Adaptive Technology

If you have a disability and need an accommodation or assistance in order to fully benefit from services offered at the Career Center, please let our staff know. Our Career Centers have adaptive technology to help you access resources, including: screen readers, magnifiers, text-to-speech software, TTY text telephone, trackball, and large-print keyboards.

Find Your Career Center

Visit: www.labor.ny.gov/career-center-locator

Capital Region New York State Career Centers

Career Central

175 Central Avenue
Albany, New York 12206
518-462-7600
www.capreg.org

Saratoga County Career Center

152 West High Street
Ballston Spa, New York 12020
518-884-4170
www.thejoblink.org

New York State Career Center of Washington County

383 Broadway
Fort Edward, New York 12828
518-746-2390
www.thejoblink.org

Columbia/Greene Workforce New York

Columbia/Greene Community College
4400 Route 23
Hudson, New York 12534
518-828-4181
www.columbiagreenworks.org

New York State Career Center of Warren County

333 Glen Street, Suite 300
Glens Falls, NY 12801
518-743-0925
www.thejoblink.org

Schenectady County Employment & Training Career Center

797 Broadway
Schenectady, New York 12305
518-344-2735
www.capreg.org

Rensselaer County Workforce Career Center

1600 7th Avenue, 4th Floor
Troy, New York 12180
518-270-2860
www.capreg.org