



TWO NETWORKING GROUPS IN WILLIAMSVILLE

The NYS Department of Labor (4175 Transit Road – behind Chili's/FWS) is now offering two networking opportunities per week.

This is an opportunity to get together with other Western New York jobseekers and share resources, contacts, and job leads. Statistics show that 70-80% of available jobs are never formally advertised, but are filled by word of mouth. Networking is a good way to find out about job possibilities, share job search ideas and resources with others and remain motivated and positive during your job search.

Meetings are facilitated by DOL employment counselors, and we welcome your participation in one or both groups!

TUESDAYS, 11:30am-12:30pm

THURSDAYS, 2:30pm-3:30pm*

*see calendar

To register, please contact the Williamsville DOL at 634-9081 or email Michele.taylor@labor.ny.gov or Barbara.deike@labor.ny.gov.

Top 10 Reasons to Participate in a Networking Group

1. Networking is the MOST EFFECTIVE job search strategy

"I think your networking group is really helping me. Since I've gone to your group meetings I've had FOUR interviews in 2 weeks. That's more than I had for a year!"

2. Find out what job search strategies other people are using

3. Get job leads from other participants

"Guess what? I have two interviews next week!!!! Thanks for all you do for us - I'll miss you when I'm back to work!"

4. Practice your job search skills

5. Avoid feeling isolated by meeting with other jobseekers

6. Discover your marketable skills and what makes you special

7. Get additional assistance from a DOL Employment Counselor

"You are like having my own private "insider" at the Labor Dept. I hope you understand how much your assistance means to me."

8. Find out about job fairs and other opportunities

"Thanks for all your help - you guys are doing a great job helping people there. This was my first time out of work since I got out of school 15 years ago and it wasn't fun. It's good to know that there are people like you that are taking their time to help people."

9. Get motivated to step up your job search efforts

10. Celebrate when group members (and you!) get a job!

Williamsville Networking – JULY 2011

Sun	Mon	Tue	Wed	Thur	Fri	Sat
					1	2
3	4	5 11:30am- 12:30pm COVER LETTERS	6	7 2:30-3:30pm COVER LETTERS	8	9
10	11	12 11:30am- 12:30pm INTERVIEW FAQs	13	14 2:30-3:30pm INTERVIEW FAQs	15	16
17	18	19 11:30am- 12:30pm 30-SECOND COMMERCIAL	20	21 2:30-3:30pm 30-SECOND COMMERCIAL	22	23
24/31	25	26 11:30am- 12:30pm RESEARCHING EMPLOYERS	27	28 NO MEETING	29	30

July Networking Topics:

7/5 & 7/7 – **COVER LETTERS** – Why they matter, and how to write a great one

7/12 & 7/14 – **INTERVIEW FAQs** Part 1– You'll have the opportunity to hear how others answer popular interview questions, practice your own interview skills, and get feedback from the group

7/19 & 7/21 – **30-SECOND COMMERCIAL** – Learn how to sell yourself in under a minute, practice your pitch and get feedback from the group

7/26 – **RESEARCHING EMPLOYERS** – Learn how to use more than the company website to research potential employers

***Schedule and weekly topic are subject to change.

Williamsville Networking – September 2011

Sun	Mon	Tue	Wed	Thur	Fri	Sat
8/28	8/29	8/30 11:30am- 12:30pm	8/31	1 2:30-3:30pm	2	3
4	5	6 11:30am- 12:30pm	7	8 2:30-3:30pm	9	10
11	12	13 11:30am- 12:30pm	14	15 2:30-3:30pm	16	17
18	19	20 11:30am- 12:30pm	21	22 2:30-3:30pm	23	24
25	26	27 11:30am- 12:30pm	28	29 2:30-3:30pm	30	

September Networking Topics

8/30 & 9/1 – **HOW TO STAND OUT AT WORK – TOP 10 TASKS NOT LISTED ON YOUR JOB DESCRIPTION** – Be ready to hit the ground running when you hear, "You're HIRED!"

9/6 & 9/8- **QUICK ANALYSIS OF YOUR JOB SEARCH TECHNIQUES**- If you are not getting enough interviews or job offers, it is time to analyze your approach and make sure your job search is a High Impact One and **UNEMPLOYED FOR A LONG TIME? TRY THIS**- Ways to freshen and sharpen your job search.

9/13- **MICROSOFT OFFICE SPECIALIST** (11:30-12:00) Guest Speaker from the Attain Lab will present information on the FREE Microsoft training and certification testing. Learn how to become a Certified Microsoft Office Specialist. This training and testing normally has a significant price tag, and it is an invaluable certification for anyone who might use a computer in their next job. Join us to find out how to obtain this training and testing for free, right here in WNY. **REAL SCOOP ON RESUME LENGTH** (12-1:00) Go beyond “Job Duties” and have a resume that show how you add value and highlight accomplishments (*be prepared for group with a copy of your resume*)

9/15-**TIME WARNER CABLE** Guest Speaker- *Register for this event by emailing Michele.taylor@labor.ny.gov*

9/20 & 9/22- **INSIDE SECRETS TO WRITING A GREAT COVER LETTER**- Craft a cover letter that will quickly capture the attention of hiring managers.

9/27 & 9/29- **AGE & JOB SEARCH: HOW TO USE YOUR EXPERIENCE TO YOUR ADVANTAGE IN THE JOB SEARCH**- Freshen your image and reinvent yourself after forty!

Teacher Networking Workshops – Tentative Plan

Location

Williamsville DOL

Dates

Wednesdays, October 12, 19, 26 – 10:30 am – 12:00 pm

Invited

Teachers from our caseloads, REOS: teachers in Erie County, Teachers referred by local office staff

Content

Session 1

- Barb & Michele will introduce themselves and give an overview of all 3 workshops
- Teachers will introduce themselves, where they worked, the last position they had, and the type of work they're looking for now
- Opportunity for teachers to share feelings and frustrations
- Group brainstorm activity #1: Where to look for teaching jobs
 - WNYRIC
 - Teacher Recruitment Days
 - Seneca Nation
 - Rural districts
 - Charters schools
 - Religious schools
 - Private tutoring
 - Online tutoring
 - Tutoring centers
 - Training (corporate, human services, etc.)
 - Corrections
 - Adult education/GED
 - Community colleges, universities
 - Teach Away
 - Civil service
- Group brainstorm activity #2: Job search advice; how did you get your last job?
- Barb & Michele will share the Job Search Guide for School District Employees
- Group brainstorm activity #3: Questions for next week's guest speakers (principals)

Session 2

- Principal Panel
 - Cesar Marchioli, Principal at Lancaster HS
 - Pete Kruszynski, Principal at Lancaster MS
 - Peg Hopkins, Principal at John A. Sciole Elementary
 - Patrick Christie, Asst. Principal at Cleveland Hill MS
 - Kathleen Ballard, BOCES
 - Gregory Pigeon, Principal at Amherst Central HS

Session 3

- John Slenker – trends in the education field
- Peer resume reviews
- 20 Technology Skills that every Educator Should Know

WNY CAREER ONE STOP CENTERS NEWSFLASH

Volume 2, Issue 8
August 2011

HOW TO FIND A JOB IN 2011

BY JESSICA DICKLER FOR CNNMONEY.COM



Good news: The job market is improving and employers are starting to hire again. But the rules of landing a job have changed.

There's still a lot of competition out there. If you want to get a foot in the door, you'll need to use every tool available to you.

If there's one thing that's different in the post-recession job market it's this: "Submitting your résumé and cover letter is not going to get you a job."

That's according to Jennifer Becker, managing director of Ajilon Professional Staffing, a division of Adecco Group, the world's largest staffing

firm.

So what works? Experts say making connections, adapting to each potential employer and promising results are the only ways to get hired.

Making connections: "Networking is the only game in town right now," said Ford Myers, executive career coach and author of the book, *Get the Job You Want, Even When No One's Hiring*. "Everything is built on personal connections, nothing else works."

With nearly 14 million people currently looking for work and job openings still relatively scarce, Gerry Crispin, co-owner of Careerxroads, a New Jersey-based consulting firm, says an employee referral is the best way to increase your chances of getting a job.

Crispin advises job seekers to connect with people within a company and ask them for a referral. "It may be as much as 10 times more effective" than simply applying, he said.

To that end, social networking has carved out a crucial spot in today's job market. Seekers must be on board with LinkedIn, Facebook and Twitter as well as smaller industry-specific sites in order to connect with more people, and employers, in their industry.

"There's no way you can be effective in your job search without embracing social media," Becker says.

Still, most career counselors, coaches and recruiters say it's the face-to-face connections that really boost a job seeker's chance of getting hired.

"There's still no replacement for getting out in your community and shaking hands," noted Becker.



See "Find Job" page 3

ONE RESUME TECHNIQUE MAKES YOU STAND OUT

by Robin Ryan for CrossRoads Jobseeker News

A Human Resources Manager, working at a Fortune 500 company, asked for my help in writing her resume. She told me: "Thousands of resumes have passed through my hands but when it comes to writing my own I have a difficult time doing it."

She isn't alone in her concerns. Most people find resume writing

challenging. A resume is nothing more than a slick piece of advertising, but an important piece, especially in today's job market.

Employers report that most resumes get only a 15-20 second glance. If you don't capture the reviewer's attention and interest quickly they will pass you by and call in someone else for the interview.

There is one effective technique that you can use that dramatically improves your resume. In our national survey of 600 hiring managers, the overwhelming majority said the most important part of your resume is the

SUMMARY OF QUALIFICATIONS section.

See "Resume Technique" page 2

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Special points of interest:

- TUITION-FREE TRAINING OPPORTUNITIES
- ARTICLES REGARDING YOUR JOB SEARCH
- RESOURCE INFORMATION
- WEBSITES
- INSPIRATIONAL THOUGHTS

“Resume Technique” ♦ from page 1



Employers reported that this was one of the very first areas they read and when the summary demonstrates solid ability to perform the job it catches their attention and they slow down and give the applicant more careful consideration.

Hiring managers also reported only about 5% of resumes received contained this key section, and I never write a resume without it. It's just too powerful to leave out. This section usually consists of four to six sentences that present an overview of your experience, accomplishments, talents, work habits, and skills. Think of it as a mini-outline of you; a highly influential summation of the specifics you bring to the job.

Here is a **good example** from one of the resumes I wrote for a client:

SUMMARY OF QUALIFICATIONS

Proven track record serving as corporate counsel with eight years experience dealing with intellectual property and partnerships in a global environment. Responsible for a broad range of legal matters including: copyright and trademark protection, contract negotiations, compliance, and litigation. Led legal team in completing sophisticated joint venture negotiations that delivered millions to the company's bottom-line. Recognized for superior problem-solving, project management, relationship building, and strategic planning skills.

It's easy to see by reading this brief summary how this candidate is qualified to perform as a corporate attorney. Indeed, she got several interviews and accepted a Fortune 100 company's offer, which included a very significant salary raise and signing bonus.

The **SUMMARY OF QUALIFICATIONS**, which speaks volumes by consolidating the

best you have to bring to the job, really makes you stand out and pulls the employer in for a closer look. Be sure that your resume has this essential section. It comes right after your *name, address and career objective*. One caution -- employers complain that many people lie on their resume. Exaggeration!



"My resumé is not all lies!
My name is correct!"

Misrepresentation! LYING is a deadly error. Don't do it!

Employers do more background checks now than ever before so when you get caught, and sooner or later you will get exposed, you'll likely be fired. Only solid facts and verifiable experience should highlight your experience and accomplishments.

Robin Ryan
Career Counselor and Best-Selling Author

America's most popular career counselor, Robin Ryan, is the author of four bestselling books: *60 Seconds & You're Hired!*, *Winning Resumes*, *Winning Cover Letters*, and *What to Do with the Rest of Your Life*. She's appeared on over a thousand TV & radio shows including Oprah, Dr. Phil, and has been published in most major newspapers and magazines including USA Today & the Wall Street Journal.

Contact her by email:
info@robinryan.com

Grand Island Factory Expanding

by Matt Glynn for
Buffalo News.com

APP Pharmaceuticals is seeking incentives from the Erie County Industrial Development Agency to support a planned expansion of its factory on Grand Island.

The ECIDA held a public hearing on APP's project at 10:00 a.m. on June 17th at the Grand Island Town Hall. The amount of the incentive package APP is seeking has not yet been disclosed.

The maker of injectable pharmaceuticals said it expects to create 36 jobs in conjunction with the expansion, lower than the 90 new jobs that the New York Power Authority said in April that the expansion would lead to. The project received an allocation of low-cost power.

The Grand Island location is picking up work from facilities in Illinois and Puerto Rico. A spokeswoman at APP's headquarters could not immediately be reached to comment.

Under the revised plan, APP's local work force would increase to 611 from the current 757. The size of the planned investment is virtually unchanged, at \$28 million versus the \$30 million project described by the Power Authority in April.

APP, located on Staley Road, plans to renovate a 37,000 square foot building and add 13,000 square feet of space. Its Illinois-based parent company is Fresenius Kabi Pharmaceuticals Holding.

mglynn@buffnews.com

Daily Motivator

Be Free

If you are quick to take offense, then you'll be under the control of those whom you find offensive. If you are easily angered, then your actions will be dictated by those who anger you. If you are obsessed by what other people think, then you will be imprisoned by their thoughts.

If you yearn for easy answers and quick solutions, you'll fall prey to people who offer nothing but promises. If you find the truth too difficult to bear, you'll be enslaved to those

who tell you what you want to hear.

When you have the courage to think for yourself, the strength to accept what is, the commitment and discipline to make a difference, then you are free. You are truly free to live with purpose, joy and fulfillment.

Let your life be defined not by your reactions to what others do, say or think, but rather by your own unique vision. Raise your eyes above the pettiness and follow the path of the greatness that is within you.

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Confirmed! Americans happier on weekends

BY LIZ GOODWIND FOR THE LOOKOUT



A new study confirms a universal truth known by pretty much every office worker: Americans are significantly happier on the weekends than during the work week.

Almost all of that extra happiness can be attributed to the 1.7 hours of extra socializing people squeeze in on weekend days than on work days, Canadian researchers say in a [National Bureau of Economic Research working paper](#).

That bonus bit of fraternization with fellow humans raises overall happiness by an average of 2 percent, the researchers found. (On weekdays, respondents said they only socialized 5.4 hours per day, including phone

and email.)

Curiously, however, people showed no significant difference in their happiness levels on specific weekdays. Which means the next time an annoying co-worker asks if you have a "case of the Mondays," you can inform him or her that no such condition exists.

Men, married people, parents, and those with full-time jobs showed the biggest jumps in weekend and holiday happiness over weekday well-being. Women are slightly more happy than men during the work week, while men report feeling happier than women over the weekends. Full-time workers who weren't satisfied with their jobs also showed big disparities between their weekday and weekend happiness--but mostly because they were unhappier during the week, not happier over the weekends.

Workers who reported that their supervisor is more like a "partner" than a "boss" showed a much smaller happiness jump over the weekends, suggesting that their jobs are more enjoyable and thus the weekdays are not as much of a chore as they are for less fortunate

workers who may view their bosses more antagonistically.

The results were mined from the Gallup Healthways U.S./Daily poll with a sample size of more than 600,000 respondents. Interviewers asked respondents to rate how often they experienced laughter, happiness, enjoyment, sadness, worry, and anger on the previous day.

Since Americans work longer hours than workers in most other developed countries, researchers speculated that the jump in weekend happiness might be bigger for them than employees in Europe, for instance, which generally keeps employees on shorter work weeks.



By [Liz Goodwin](#) | [The Lookout](#) - Mon, Jul 11, 2011

"Find Job" • from page 1

Social media tools should be used to make real connections, Myers cautions, not just virtual ones. "Tons of people use social media all day long and they are communicating with tons of people but they're not connecting with anybody. Build the relationship from there so it becomes a real world relationship."

Stretch to fit: Once job seekers connect with a company, then the real work of getting hired begins. Gone are the days of impressing a hiring manager with experience and education. These days it's identifying what results you can deliver that will ultimately get you an offer.

"In the current world, the employer cares about one thing: 'what can you do for me today, how are you going to solve my most pressing problems, how are you going to take away my

pain?'" Myers said.

Crispin recommends using the tools that are available to find out more about the company and what the company's needs are.

Promise results: Once you are well versed in the company's particular constraints within the current economic climate, identify what you can bring to the table.



To do that, Myers urges job seekers to provide measurable results. Focus on the results you produced in your career so far: "here's how, here's when, here are the percentages," Myers said. "If you can't add value, they're not going to hire you," he added.

The experts also recommend being open to the pay, position, location and schedule of any position that is offered. Consulting, or even volunteering for an organization, although it may be several steps below a job seeker's previous position, is a great way to ultimately get hired.

"Think more broadly, look at all the possibilities," Myers said, "otherwise you'll be looking for a long, long time."

R & R Department



Positive Quote for the month...

"The secret of getting ahead is getting started. The secret of getting started is breaking your complex overwhelming tasks into small manageable tasks, and then starting on the first one.

- Mark Twain

Dun for fun...

Those who steal trains must have a loco-motive!



Come on...Smile!



WESTERN NEW YORK REGION

NYS Department of Labor
 Rapid Response Unit
 290 Main Street
 Buffalo, New York 14202
 Phone: 716-851-2688
 Editor: Annette Falasa

Preparation is Key



"An 'ability to smell fear' is a quality I've never seen listed on a resume before."



"You married me — that proves you're brilliant and a great judge of character. Put that on your résumé!"



In conjunction with



Weatherization Technician Certificate Training Program



DATE	PROGRAM CURRICULUM	LOCATION	TRAINING HOURS
9/19/11 9:00 am-2:30 pm	OSHA 10 Hour Course Part 1	ECC City Campus/45 Oak St	5
9/20/11 9:00 am-2:30 pm	OSHA 10 Hour Course Part 2	ECC City Campus/45 Oak St	5
9/21/11-9/23/11 8:00 am-4:00 pm	Weatherization	ECC City Campus/45 Oak St	24
9/26/11-9/30/11 8:00 am-4:00 pm	Energy Efficiency Hands On Training (GROUP A)	Energy Efficiency Building 34 Pequet Pkwy. Tonawanda	40
10/3/11-10/7/11 8:00 am-4:00 pm	Energy Efficiency Hands On Training (GROUP B)	Energy Efficiency Building 34 Pequet Pkwy. Tonawanda	40
10/11/11 8:00 am-4:00 pm	Asbestos Awareness	ECC City Campus/45 Oak St	8
10/12/11 8:00 am-4:00pm	Lead Renovator Initial Cert # NAT-RV-1-97075-1-EN	ECC City Campus/45 Oak St	8

TOTAL PROGRAM HOURS: 90

***** Participants will be assigned to either Group A or Group B for Energy Efficiency Hands On Training *****

Please note, upon successful completion of this program, participants may be eligible to participate in NYSEDA recognized Building Analyst and Building Envelope Training

- ◆ Minimum of HS Diploma or GED required
- ◆ Training is "Free"

For additional information or to request an application contact Karen Daube at the ECC One Stop Center
 3176 Abbott Road, Orchard Park, NY 14127
 716-270-4467 or daube@ecc.edu

Applicants must attend an informational session on any ONE of the following days

- Wednesday August 10, 2011 @ 11:30 am
 - Wednesday August 17, 2011 @ 11:30 am
 - Wednesday August 24, 2011 @ 11:30 am
- DEADLINE TO APPLY 9/1/11**



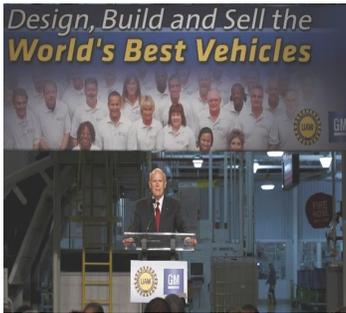
Funded in full by a Department of Labor Energy Training Partnership Grant "Career Pathways in Green Technology"
 Veterans, Dislocated Steelworkers & other Dislocated Workers have priority
 Career Pathways in Green Industries is an Equal Opportunity Employer/Program.

WNY CAREER ONE STOP CENTERS NEWSFLASH

Volume 2, Issue 9
September 2011

GM TO ADD OR RETAIN 4,000 JOBS ACROSS U.S.

BY JOHN SEEWER FOR BUFFALONEWS.COM



TOLEDO, Ohio -- General Motors is putting out help wanted signs.

GM said Tuesday that it will add or keep 4,000 jobs in the United States by hiring new employees or calling back furloughed workers over the next year and a half. It's the latest sign that the company and U.S. car industry are recovering from a sales slump and bankruptcies.

"Those jobs impact and reverberate in our economy," said GM CEO Dan Akerson, who spoke at a transmission plant in Toledo, where up to

400 new workers will be hired or retained.

GM will spend \$2 billion at 17 plants in eight states to create the new work. Most of the investment will be in the Midwest. Beyond that, few details were released about where the jobs will land.

It's also not clear how many of the positions will be new hires. Many will be existing jobs retained with the introduction of new cars and trucks. The automaker will announce over the next few months which plants are getting new investments.

GM's Town of Tonawanda engine plant is poised to increase its employee head count as the company installs two new engine lines. The two lines, both of which were announced last year, are set to go into production in 2012 and early 2013.

Mary Ann Brown, a spokeswoman for the Tonawanda plant, said she

was "not in a position to comment" on whether the Tonawanda site would be adding jobs on top of the increase already projected with the two new engine lines.

The plant currently has 623 active hourly workers and an additional 138 hourly workers on layoff, according to GM. The site also has 154 salaried employees, bringing the current total to 777 people.

GM is preparing for production of a new V-8 and a next-generation EcoTec engines. The two projects represent a combined investment of \$825 million.

Plant officials have previously said the two new engine lines could push the site's employment above the 1,000-job mark, a figure which would include the return of workers presently on layoff.

See "GM" page 3

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Special points of interest:

- TUITION-FREE TRAINING OPPORTUNITIES
- ARTICLES REGARDING YOUR JOB SEARCH
- RESOURCE INFORMATION
- WEBSITES
- INSPIRATIONAL THOUGHTS

THE SKINNY ON MAKING MORE MONEY

by Amelia Rayno for McClatchy Newspapers

It's an endless cultural lesson that's been drilled into our heads since we were tots, watching cartoons such as the Flintstones, and playing with Barbie and Ken dolls:

If you are a woman, you should be extremely thin; if you are a man, you should be big and strong.

And while we've grown accustomed to seeing studies that such

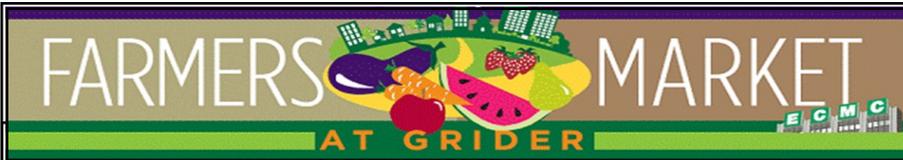
stereotypes play out in the workplace—overweight and obese women, for example, have a harder time ascending the career staircase— a recent study has found that a worker's girth can have an appreciable impact on the size of their paycheck.

The study found that thin women are paid significantly more than their average-size counterparts,

while heavier women make less. Skinnier- than-average men, on the other hand, cash smaller paychecks than their average-weight peers.

Experts say it's just another sign that as a society, we've internalized the unrealistic, media-driven physical ideals that show up in the workplace—and therefore the pocketbook.

See "Skinny" on page 3



Lunch at the Market

BW's Fish Fry 11a – 2p \$ 7.00

**Dinners include: Fried Haddock with French Fries and Coleslaw
(in a take-out container with wrapped plastic ware)**

Friday, August 5th , 2011 – 10:00a - 3:00p

and every Friday

Now Accepting Food Stamps!

Spend \$5.00 using your EBT food card (food stamps)

Get \$3.00 to spend on fruits and vegetables

(Offer available each Friday for 1st 100 EBT customers, only)

Featured Vendors

Independence Hills Farms

Tomatoes, Collard Greens, Swiss Chard, Yellow Beans, Sugar Snap Peas, Yellow Squash, Zucchini, Cucumbers, Beets, JAMS and JELLIES, too!

Wierzbic Farms

Potatoes, Lettuce, Parsley, Baby Carrots, Kale, Green Bunching Onions, Beets, Kohlrabi, Summer Squash and Zucchini

Great Harvest Bakery

10 Varieties of Yeast and Quick Breads, Turnovers, Muffins, Cookies and Scones

Location

**Across from ECMC at 351 Grider Street • Come out and Enjoy!
Between the old Catholic Charities Building and Ephesus Ministries**

Buffalo Company Gets State Funds for "Green" Expansion

by Maria Sisti for
Buffalo News.com

BUFFALO, NY—A Buffalo company is getting a helping hand from New York state to increase its output as part of a green initiative to assemble a cutting edge body for an electric truck.

Unicell designs and makes bodies for commercial trucks and vans. It will invest \$3.46 million to expand its Howard Street facilities to retain and create over 50 local jobs. Empire State Development is providing a \$175,000 investment package as part of the project.

"Encouraging small business innovation is essential to developing a more vibrant economy that works for Western New York," said Governor Andrew Cuomo. "By maximizing our best assets like Unicell, we will empower individual areas to stimulate their local economies and create jobs. This project demonstrates that New York is once again open for business and committed to rebuilding our economy from the ground up."

"We're very grateful for the help from New York state with this work," said Unicell owner and President Roger Martin. "We're determined to maintain and grow our workforce here in Buffalo and we're very pleased to be part of developing truck technology that does not depend on fossil fuels."



Daily Motivator

Change of focus

Don't waste your time complaining about what brings you down. Instead, get yourself away from it in whatever way you can.

If you're in a negative pattern, break the pattern by establishing a new, more meaningful, positive and empowering one. Doing what you've always done will continue to get you what you've always gotten, and to get a change you must make a change.

Reach inside and reacquaint yourself with what you truly care about. Your authentic

purpose is far more important than keeping up old habits or superficial appearances.

This is your life and this is your opportunity to do something positive about it. You are far more powerful than you've allowed yourself to be.

Decide to use that power in the service of what is most important to you. Though a change of focus will initially be frightening and uncomfortable, you will soon feel you're right where you belong.

The beautiful possibilities are calling. Now is your moment to focus your life upon, and to allow, what really matters.

— Ralph Marston

From the Daily Motivator @
www.dailymotivator.com

“Skinny” • from page 1

“Employers don’t purposely think of these things when they’re evaluating a person,” said Teresa Rothausen-Vange, a management professor at the University of St. Thomas, who was not involved in the research.

“They don’t say ‘OK, this woman is skinny, I’m going to give her a raise.’ But research has shown that if you have two resumes, if all other qualifications make the candidates equal, the more physically attractive one— whether it’s a skinny woman or a muscle-y man— will have the leg up.”

In general, she said, people have distinct subconscious reactions to different body types. For instance: For a man, skinny says less-than-manly and gay, two qualities that clash with our Americanized vision of a leader: tall, strong and emotionally unmoved.

For women, an ultra-thin figure simply says success, and makes for an attractive corporate image, she said.

The pounds—whether more or less —add up in terms of dollars, according to the study, **“When It Comes to Pay, Do the Thin Win? The Effect of Weight on Pay for**

Men and Women,” published in the Journal of Applied Psychology in the fall.

Being thin paid off in a big way for women, earning them about \$16,000 more a year, on average. But thin men made about \$8,000 less than their male co-workers.

The researchers, Timothy Judge and Daniel Cable, say that much of the problem is the result of subconscious decisions based on entrenched social stereotypes.

Their report cites studies in which obese individuals were identified as “undisciplined, dishonest and less likely to do productive work.” Conversely, the researchers point out that employers and fellow employees associate values of self-discipline, thrift, hard work and positivity with thin individuals.

Many companies are very conscious about the “look” they have representing their company, Rothausen-Vange said, knowing that potential clients or investors will share these internalized values, as well.

Seth Rieder, a designer for an advertising and marketing company in Minneapolis, said he’s

noticed the stereotype play out. “Taller, more muscular guys, bigger guys, seem like they have more power and can be more intimidating, and I think that can link to where you move in a company,” he said.

The researchers suggest that employers look at their assumptions about employees’ weight because they may be rooted in prejudice.

A Twin Cities employment attorney, Marshall Tanick, will be leading a conference this spring on how weight and attractiveness relate to unfair treatment, salaries and promotions in the workplace.

“This may be the new cutting edge of discrimination law,” he said.

Currently, no state or federal laws protect workers from being discriminated against based on their size. But about five years ago, the Equal Employment Opportunity Commission began recognizing overweight workers’ claims for discrimination if they were backed with some legitimate emotional, genetic or physiological reasoning that brought the claim under the umbrella of the Americans With Disabilities Act, Tanick said.

“GM” • from page 1

GM spokeswoman Kimberly Carpenter said the company has about 1,300 laid-off workers waiting to be recalled in the U.S. GM expects to recall all of them by the end of the year and already is adding workers at factories in Flint, Mich., Orion Township, Mich., and Delta Township, Mich., near Lansing, she said.

The news is sure to boost GM’s image after it came under fire for taking a \$50 billion government bailout.

All the jobs will be in addition to the 9,500 created or retained since GM left bankruptcy protection in 2009.

Akerson said he’s confident about the economy and demand for new cars, especially fuel-efficient models that have helped GM’s sales. General Motors Co. reported its best profit in

more than a decade last week, earning \$3.2 billion in the first quarter.

GM also plans to invest in factories outside the U.S. to meet increased demand, Akerson said, but gave no details.

“Our cars are selling well,” he said. “We seem to have hit a sweet spot.”

In Toledo, workers wearing red T-shirts saying “Support us We support you” stood and cheered when Akerson said GM will build a new eight-speed transmission at the plant.

The new transmissions will not replace the six-speed ones that the factory already makes for more than a dozen models, including the Chevrolet Corvette and Camaro and the Cadillac Escalade.

Any new hires will be paid GM’s entry-level wage of \$14 per hour, about half the wages of a veteran union autoworker. The United Auto Workers agreed to the lower wages in contract concessions when GM was headed toward bankruptcy protection two years ago.

In contract talks this summer, the UAW will ask GM about reopening plants in Spring Hill, Tenn., and Janesville, Wis., as well as new vehicles for the Shreveport, La., plant which is slated to close.

The union is willing to discuss taking on more \$14-per-hour jobs to make that happen, said Joe Ashton, UAW vice president.

“We’re willing to discuss anything that creates jobs,” he said.

R & R Department



Positive Quote for the month...

“Blessed are those who can give without remembering and take without forgetting”.

- Elizabeth Bibesco
Writer and poet

Dun for fun...

Need an ark to save two of every animal?
I noah guy.



Come on...Smile!



WESTERN NEW YORK REGION

NYS Department of Labor
Rapid Response Unit
290 Main Street
Buffalo, New York 14202
Phone: 716-851-2688
Editor: Annette Falasa

Preparation is Key



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"TWO JOBS? - OH, THE GREEDY TYPE, EH?"



NFTA Police Officer Exam



University at Buffalo
The State University of New York

The University of Buffalo Educational Opportunity Center (EOC) and the Niagara Frontier Transportation Authority (NFTA) work in partnership to offer preparation workshops for the upcoming NFTA Police Officer Exam

**Workshops will be offered at EOC
Tuesdays and Thursdays for 2 weeks**

Workshop dates:
September 6th, & 8th
and
September 13th & 15th
TIME: 5pm-8pm

JOIN THE NIAGARA REGION'S



NFTA TRANSIT POLICE EXAM
SATURDAY, SEPT. 17, 2011
BUFFALO CONVENTION CENTER
Registration Deadline: SEPT. 2, 2011

For more information
716.849-6727
ext. 500

or visit

www.nfta.com/Police/exam.asp

Only applicants registered for the NFTA Police Officer Exam may take these workshops.



465 Washington Street Buffalo, NY 14203 / 716-849-6727 Ext. 500 / eoc.buffalo.edu

WESTERN REGION NETWORKING GROUP SUMMARY

ATMOSPHERE:

We provide a warm, engaging atmosphere and encourage member participation and always stress remaining positive.

30-SECOND COMMERCIAL:

We have our members do 30 second commercial introductions- highlighting their skills and type of position they seek.

UPDATES/RESOURCES/SUCCESS STORIES:

We share news of upcoming trainings, job fairs in the community, and new resources. We share news with our job seekers re: members who got jobs the past week.

MEMBERS DISCUSS PROGRESS, INTERVIEWS, BARRIERS:

Members are given the opportunity to discuss their job search and results and potential concerns they have. Members and facilitators offer assistance and ideas to participants to help them with their current concerns, through reframing the situation and providing different perspectives, brainstorming, offering tips to help them improve, and encouraging them to move past barriers (real or perceived).

TOPICS:

We have a topic we discuss weekly. Topics are usually chosen based on the groups needs or current trends in the job market. Some Recent topics included: Using QR Codes, Importance of Likeability in the Interview (how to be more likeable), Selling your Skills to Employers.

FOLLOW-UP:

We send out weekly notes with the contact information for participants and encourage members to email each other re: job openings, contacts they may have for other members between groups. We also send out resources group members have offered during the Networking Meetings in our notes to share.

GUEST SPEAKERS:

Additionally, we sometimes have guest speakers from companies that are hiring speak to our group members regarding their hiring process, what they are looking for, and provide tips to our job seekers.

Submitted by:

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School District Employees Promising Practices Western Region Rapid Response Team

Working with this population is indeed unique in many ways. The uncertainty was clearly impacted by budget limitations. Some school districts are very cooperative and concerned about the welfare of impacted employees. They will schedule an Expeditious Orientation or post the link for “Job Search Guide for School District Employees” on the district’s website.

Other schools do not answer emails or letters. NYSUT and BOCES are other avenues to attempt to reach these customers.

Western Region Plan of Action followed Spring 2011 – Fall 2011:

- Letters were mailed to School Districts, BOCES and NYSUT offices advising of services available.
- Emailed letters to some school districts regarding RR services (if have email from last year).
Spreadsheet is updated regularly.
- Some districts updated school sites with new Job Seeker Guide for School District Employees
- Expeditious Sessions held for some Districts – assessments given, RR staff working with individual basis
 - Specialized Workshop given after general RR information – geared for school district employees and current needs
 - Lockport
 - Niagara Falls
 - Cleveland Hill
 - Cheektowaga Central
 - BOCES (2 sessions)
 - SWNY NYSUT
- Letters sent to Buffalo City School District Employees informing of services
 - TC with HR at Buffalo Schools – will put information in lay-off packet given at the end of the month for impacted employees. RR staff is working individually with customers if they respond to letter. RR coordinator is regularly searching REOS for impacted school employees.

After the Best Practices conference call, Rick suggested incorporating the success of networking groups with assisting this population. The Western Region RR Employment Counselors designed a tentative outline which is attached.

(Barb Deike and Michele Taylor, Employment Counselors)

Teacher Networking Workshops

Location

Williamsville DOL

Tentative dates

Wednesdays, October 12, 19, 26 – for 1.5 hours sometime between 8:30 & 12:30 (must be out of the room by 12:45)

Who will be invited

- Teachers and trainers from our caseloads
- Teachers that Deb finds in REOS and OSOS
- Teachers that meet with staff at the local offices (we will distribute flyers to staff to give to teacher-customers)
- We can email an invitation to local school districts, NYSUT (maybe teaching colleges too?)

Content

Session 1

- Teachers will introduce themselves, where they worked, the last position they had, and the type of work they're looking for now
- Opportunity to share feelings and frustrations
- We'll share resources (the teacher guide) and ask them to share resources with the group
- We'll discuss transferable skills and My Skills/My Future website

Session 2

- Possible guest speakers: UB Career Counselor (specializing in helping teachers get jobs), instructor or advisor from a teaching college, NYSUT representative, recently retired teacher, school district administrator
- Panel discussion themes: electronic portfolios, teaching resumes and cover letters, job search strategies

Session 3

- Peer resume reviews
- Arrange through Carolyn Bright (Associate Business Services Representative) a guest speaker from SUNY Buffalo to discuss jobs available at the campus.

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From: Deike, Barbara (LABOR)
Sent: Monday, August 15, 2011 9:30 AM
To: Arbutina, Deborah (LABOR)
Subject: FW: Williamsville Networking Group

Please see highlighted section below.

From: Deike, Barbara (LABOR)
Sent: Friday, August 12, 2011 9:48 AM
Subject: Williamsville Networking Group

Good Morning, Networkers!!

NCO Group

Madonna Wittenberg, Graduate of the Williamsville Networking Group, returned as a guest speaker on Tuesday to present information about the NCO Group.

- NCO is a BPO - business process outsourcing. In other words, NCO does administrative work for other companies. The Getzville office focuses on collections.
- She has 21 collector positions to fill. They pay \$10-\$11 per hour to start, with optional bonuses. There's no cap on the bonuses, and many collection agents earn \$36,000 a year. Some earn up to \$50,000. NCO collectors are thoroughly trained on federal/state/local collection laws, how to find people, and how to ask people for payments nicely (this gets better results). Collectors set their own schedules. They have to choose 3 weekdays (8am-5pm), 2 evenings (noon-9pm), one Saturday a month (8am-noon) and everyone works the last Saturday of the month (8am-noon).
- There are a variety of health insurance options, and the employee contribution varies depending on the plan chosen. Dental insurance is offered. The company offers a 401K with 6% company match.
- The Getzville office has 300-400 employees. Most are collectors, but they also have HR, IT, trainers and leadership there.
- Madonna is also looking for a recruiter (Bachelor's degree and 2 years of recruitment experience), a temporary Worker's Compensation Clerk (HS Diploma or GED and some office experience - the position will last through 1/2012), and a HR Administrator/Trainer (Bachelor's Degree and 7-10 years experience; the job includes researching employment law, updating the employee manual and training employees and supervisors).
- If you're interested in employment at NCO, please check their website once a week. www.ncogroup.com - click on Careers
- Madonna also offered job search advice:
 - She obtained her job through networking - it works!!

- Applications - please complete thoroughly, even if you also submit a resume. Make sure the information matches the content of your resume.
- Resumes - Send any employer only one resume per job - not multiple versions for the same position; Have clear categories - don't make the reader "hunt" for the name of your degree, job titles, etc.; Your resume should be organized and concise; Use bulleted action statements instead of lengthy paragraphs; Make sure your resume is tailored to the job you're applying for.
- Cover letters - Should be concise - no longer than one page.
- Email - make sure the email address you use is professional; same goes with your voice mail.
- How to get a promotion (she did - in only 6 weeks!) - Madonna communicated frequently with her two supervisors and she was open to the NCO way of doing things even though she was an experienced recruiter.

FNFG

Patty Myers (Human Resources) was the guest speaker at the Thursday meeting.

- FNFG (First Niagara) recently acquired 195 HSBC branches and doubled in size in the last two years. They expect to have 10,000 employees by the end of next year.
- FNFG offers competitive pay, opportunity for growth, and medical insurance after one month. All positions have bonus potential. Positions that average 20 or more hours per week qualify for benefits. They embrace philanthropic values and encourage volunteering.
- There are 288 current openings (not all are in WNY).
 - To view jobs or apply, visit fnfg.com and click on "careers."
 - You can attach a resume, but it's better to copy and paste (saves the reader time) or do both. In this particular case, a thorough but generic resume is better than a specific one, because you can only submit one (and you may be interested in multiple jobs). HR reviews every resume submitted for a job, then forwards those with minimum qualifications to the manager. The manager then gives HR permission to conduct a phone interview.
 - You will receive confirmation that your application was received. If they're not going to interview you, you will not hear from them. If you were interviewed, but not selected, you'll receive a rejection letter.
 - Tellers need 6 months of cash handling experience (not teller experience).
 - Everyone who is hired for a branch job receives 6 weeks of training in retail banking before on the job training at the branch begins.
 - During the phone interview, HR will review your resume with you, discuss salary requirements and provide more information about the job. That is followed by a face-to-face interview with 1-5 managers (usually 2). The background check consists of verifying references, verifying most recent

employment (if your company closed, you can provide a W2), criminal background check, and a credit check only if you're entering a licensed position.

- Priority consideration is given to internal candidates.
- Be proactive. Keep applying for jobs. Don't assume if you weren't selected for one position that you'll never be considered.

Next Week's Networking Topics

- 8/16 (11:30-12:30) & 8/18 (2:30-3:30) - **7 OVERUSED RESUME PHRASES** - Replace fluff with power statements to land more interviews!

Microsoft Office Specialist

- Many of our members are enrolled in the summer MOS classes and have shared positive feedback.
- This is a training program that prepares you for the exam to become a Certified MOS in Word, Excel, PowerPoint, Outlook or Access.
- It's FREE and there are no income requirements.
- A new series of classes is starting this fall. Classes will be held Monday through Thursday, 9am-noon.
- Register in-person at 175 Oakmont Ave. (near Kensington HS). The sponsoring organization is UB/EOC/ATTAIN Lab.
- The ATTAIN Lab Manager is Cheryl Scheff.



Free Cell Phone
Application.rt...



7 Ways to Use QR
Codes to Make...

Free Cell Phones

- Cindy A. shared the attached free cell phone application form.

QR (Quick Response) Codes

- We discussed these at a recent networking meeting, but some of the new members hadn't heard about them and wanted more information. Please see attachment.



8.11.2011.xls

Continued good luck in your job search and training,

Barbara & Michele

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