

Put  
**BERC**  
to Work

- Time & Money-Saving **Resources**
- **Recruitment** Assistance
- Worker **Retention** Through Customized Training
- Educational **Workshops**
- General Business & **Demographic** Information
- **Zoning** & Permitting Information
- Career **Development**



**EXPANDING OR RELOCATING TO CARROLL COUNTY?**

Obtain information on local and regional labor markets, occupational wage data, unemployment rates and general business and demographic information.

**CONNECT WITH LOCAL OFFICIALS AND BUSINESS LEADERS**

Receive guidelines on site selection, zoning and permitting requirements, business financing and business development support programs.

**BERC**

*BUSINESS/EMPLOYMENT RESOURCE CENTER*

224 North Center Street | Westminster, MD 21157

Phone: (410) 386-2820 | Fax: (410) 876-2977

TTY (MD Relay): 711/800-735-2258

www.CarrollWorks.com | info@carrollworks.com

*Hours:*

Monday – Friday 8:00am – 4:30pm

**Carroll County**  
ECONOMIC DEVELOPMENT

Right Place. Right Time



A proud partner of the  
**americanjobcenter**  
network

The Americans with Disabilities Act applies to the Carroll County Government and its programs, services, activities, and facilities. Anyone requiring an auxiliary aid or service for effective communication or who has a complaint should contact The Department of Citizen Services, 410.386.3600 or 1.888.302.8978 or MD Relay 7-1-1/1.800.735.2258 as soon as possible but no later than 72 hours before the scheduled event. Email: ada@ccg.carr.org.



*Business Services*



**(410) 386-2820**  
CarrollWorks.com

*Recruitment • Retraining • Retention*  
**One LOCAL Connection for All**  
*Your Employment & Training Needs.*

## **RECRUITMENT ASSISTANCE**

Whether your business is new or expanding, recruitment is often costly and time-consuming. Let us help you find the most qualified employees by supporting your recruitment efforts. We collaborate locally and regionally with educational institutions, partner agencies and other workforce centers to attract the best candidates for your company. *Complimentary recruitment assistance includes:*

- Maryland Workforce Exchange job listings
- Candidate pre-screening and skills assessment
- Workforce center space for recruitment activities
- Up-to-date wage and economic data
- Workforce diversity recruitment
- Links to workforce hiring incentive and tax credit programs

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## **WORKER RETENTION THROUGH CUSTOMIZED TRAINING**

Workplace training is a critical component of business success and a valuable retention tool. Access to local, state, and federal training resources and grant programs is provided to assist businesses with worker training. Training funds are based on availability and our business services staff will help guide you through the program requirements.

## **EDUCATIONAL WORKSHOPS/LABOR MARKET INFORMATION/COMMUNITY RESOURCES**

Workshops on topics of interest and importance to hiring managers are held at the center periodically. The workshops serve as an excellent way to learn and network with other local managers; access to training programs and community resources is also available.

## **CAREER DEVELOPMENT PROGRAM LINKAGES**

We promote your company internships, apprenticeships and on-the-job training opportunities to motivated and skilled candidates through our workforce center. Thousands of citizens visit our center annually to search for local career and employment information.

## **SUPPORT DURING WORKFORCE DOWNSIZING**

Downsizing your workforce is an unfortunate circumstance for both the business and affected employees. Our local response team provides your organization with no-cost outplacement services that are customized to each company's situation and may include:

- On-site information sessions on available support resources, labor market outlook, employment opportunities and unemployment insurance
- Seminars on job search techniques, résumé writing and interviewing skills
- Career counseling for individuals and groups
- Individual job matching and placement services

## **RESOURCES THAT SAVE YOU TIME & MONEY**

Our dedicated business consultants provide customized workforce solutions for both start-up and established businesses. We work in partnership with you to help your business grow and prosper in Carroll County.

