

The Business Resource Center (BRC) provides a variety of **FREE** business solutions to small and mid-size employers. Located within the Middlesex County One-Stop Career Center, 506 Jersey Ave., New Brunswick, the BRC addresses workforce development requirements associated with small business recruitment and training. A secondary role is to help companies and non-profits navigate government agencies, and find information about new business and economic development opportunities, loan programs, child labor laws, general wage and hour information, labor market data and permitting issues.

Trained BRC staff will help assess your business needs and refer owners and managers to appropriate resources. The BRC builds relationships with state and local economic development agencies, community development agencies, and community and faith-based organizations to help businesses understand the wide range of assistance available to them. The BRC concept is a logical extension of the workforce development mission set forth by the One-Stop Career Centers, and will help local businesses build a stronger workforce.

**FREE** services offered by the BRC can:

**Reduce Employee Recruitment Costs** by advertising your job openings, offering customized job fairs and utilizing the One Stop Career Center's large applicant database. Jobs posted through America's Job Bank greatly increase your exposure. You can also scan resumes posted by jobseekers through America's Talent Bank. A keyword search will bring up resumes that match your job position criteria.

**Save You Time** through the pre-screening of applicants; assisting with interviews; and assisting with job description development. In conjunction with the NJ Department of Labor and Workforce Development, the Division of Business Services' **Human Resources Employer Support Services Program** offers free, expert advice, information and assistance to help you effectively deal with day-to-day Human Resources issues, such as creating a policy manual.

**Save You Money** by showing you the many outstanding assistance programs available and referring you to other technical assistance providers. Programs include on-the-job training; state, regional and local training grants; employer tax credits; business training, information and referrals, human resources seminars.

**Save You Space through Available On-site Facilities** for business use, such as: office space for conducting interviews or screening applicants; meeting space for business needs; job fairs; computers, printers, phones, faxes and copiers.

**Give You an Information Edge** with the latest labor market trends; occupational wage data; business development resources and referrals; labor market information publications; free employer workshops and seminars on current workforce issues such as EEOC, ADA or small business taxes.

**Help With Downsizing Issues.** BRC staff can refer you to the Department of Labor's **Rapid Response Team**, which assists employers and workers involved in a closing or mass layoff. The Response Team ensures that you fulfill any requirements for federal WARN notification and provides your employees with the guidance to get them re-employed or retrained as quickly as possible.

**Help With Safety Requirements.** BRC staff can refer you to the Department of Labor's Occupational Safety and Health On-site Consultation Program to have your company's health and safety conditions assessed. The agency will provide recommendations for making any needed improvements.