

Pennsylvania **CareerLink**

LEHIGH VALLEY

www.cwds.state.pa.us
www.careerlinkehighvalley.org

1601 Union Boulevard, Allentown, PA 18109

610-437-5627 (TTY: 610-821-6760)

Business Hours

M through F–8:00 AM to 4:30 PM

Introduction to Services Sessions

(Please report 15 minutes before the start of your session)

M & T–9:00 AM & 1:00 PM, W–5:30 PM, Th–1:00 PM, F–9:00 AM

Introducción a Servicios en Español

Viernes–10:30 AM, llame para una cita

PA CareerLink Lehigh Valley Outreach Offices:

72 North Second Street • Easton, PA • 18042 • 610-252-7344

Lehigh Career & Technical Institute

4500 Education Park Drive • Schnecksville, PA • 18078 • 610-799-1825

Career Resource Center Hours by Location

	Allentown	Easton	Schnecksville
Monday	8:30-4:00	9:00-12:30	
Tuesday	8:30-4:00	9:00- 2:00	8:00-4:00
Wednesday	10:30-7:00	10:30- 3:30	
Thursday	8:30-4:00	9:00- 2:00	
Friday	8:30:4:00	9:00-12:30	

Auxiliary aids and services are available upon request to individuals with disabilities.

Equal Opportunity Employer/Program

What is PA CareerLink Lehigh Valley?

PA CareerLink Lehigh Valley is an employment center that connects employers and job opportunities with qualified job seekers.

How do I get started?

Attend an Introduction to Services Session to learn about the resources available to you at the PA CareerLink Lehigh Valley Allentown office. Sessions are held Monday & Tuesday at 9:00 AM or 1:00 PM, Wednesday at 5:30 PM, Thursday at 1:00 PM and Friday at 9:00 AM. The session will last approximately 1½ hours.

During your session you will be introduced to the on-line Commonwealth Workforce Development System (CWDS) and tour the Career Resource Center (CRC.) The center is equipped with phones, computers, fax machine, photocopier, newspapers, career exploration materials, labor market information, and reference materials to meet your job search needs.

What is the on-line CWDS?

Enrollment in the CWDS allows you to create an on-line resume, search for jobs and access a variety of employment and training information. Enrollment takes approximately 1 hour to complete.

The CWDS web site is at www.cwds.state.pa.us and can be accessed from the computers located in our Career Resource Center or from any personal computer connected to the Internet.