

# Resources for Washington businesses

Gain important insights about SharedWork, Work Opportunity Tax Credit and federal bonding programs, and how the local WorkSource office can help your business succeed!

Tuesday, May 30  
11:50 a.m. - 1:00 p.m.

**SharedWork, WorkSource and the  
Work Opportunity Tax Credit (WOTC)**



A proud partner of the AmericanJobCenter network



# Welcome

# Goals for Today



1. **Get to know SharedWork, and how it helps bring certainty to businesses and employees in uncertain times.**
2. **Get to know your local WorkSource business services team and the resources they can provide your business.**
3. **Learn about federal tax credits for providing work opportunities and protect your business from employee acts of dishonesty with federal bonding.**

# Schedule



Topic				<p><b>Live Q &amp; A</b></p>
	11:50 a.m. – 12:10 p.m.	12:10 p.m. – 12:30 p.m.	12:30 p.m. – 12:50 p.m.	12:50 p.m. – 1:00 p.m.
Presented by	<p>Leigh Rowley Program Coordinator ESD/SharedWork</p>	<p>Malcolm Erickson Program Coordinator ESD/WOTC and Federal Bonding</p>	<p>Hannah Schoepp State Veterans Employment Representative WorkSource</p>	

For a PDF of the PowerPoint slides and a copy of the webinar recording, visit the [SharedWork webinar webpage](#).



**SharedWork - A proven business solution!**

**SharedWorkWA.com**

# Getting to know SharedWork – What is it?

SharedWork is a voluntary assistance program that has stabilized Washington businesses and employees during temporary economic setbacks.



40 HOURS	
HOURS	BENEFIT %
36	10.0%
35	12.5%
34	15.0%
33	17.5%
32	20.0%
31	22.5%
30	25.0%
29	27.5%
28	30.0%
27	32.5%
26	35.0%
25	37.5%
24	40.0%
23	42.5%
22	45.0%
21	47.5%
20	50.0%

## SharedWork payment example:

My usual work hours are 40 hours per week. My Unemployment Insurance (UI) weekly benefit amount (WBA) is \$400 per week, which is how much I would get if I were completely unemployed. I worked 20 hours for my employer. That means I will receive 50 percent of my weekly benefit amount which would be \$200.

- Employers reduce worker hours to save payroll costs, instead of cutting jobs.
- SharedWork pays employees a prorated percentage of unemployment insurance benefits.

# The SharedWork Program



A 40-year proven program that helps employers through a temporary business downturn:

- Stabilize their business
- Reduce payroll costs
- Avoid layoffs and save jobs
- Continue serving customers

## Top 5 reasons employers sign up:

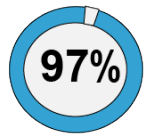
1. Loss of contracts or reduction in work
2. Maintain employee morale
3. In response to an economic downturn
4. Reduce payroll costs
5. Reduce cost of hiring and training new employees

Sources: [IMPAQ International](#), [U.S. Department of Labor Employment and Training Administration](#)

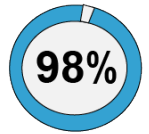
# SharedWork in Washington



In a survey of past employers who enrolled in Washington's **SharedWork** program:



SharedWork improved employee morale.



The program helped retain skilled workers.



Would recommend SharedWork to another employer.

## Employer Requirements for SharedWork:

1. Must be a legally registered business in Washington state.
2. Must have an Employment Security Department (ESD) number.
3. Must have at least two permanent employees, who are not corporate officers, affected by a reduction in hours and wages.
4. Continue to provide same benefits to employees.

## Employee Requirements for SharedWork:

1. All permanent (part-time and full-time) employees may participate in SharedWork.
2. Employee must have a valid UI claim - worked at least 680 hours during their base year (includes all employment)
3. Must be able and available for all scheduled hours by SharedWork employer.

# A temporary workforce reduction example

Ryna's remodeling company is experiencing supply delays, and it's impacting a few jobsites. She employs 40 individuals.

**In lieu of layoffs.** Ryna has enough work for 32 full-time employees. The employer can avert the continued layoff of 8 full-time employees by keeping all 40 employees and reducing the workweek.

**Reduced workweek.** The employer reduced the workweek from 40 hours to 32 hours, which is a reduction of 20 percent and permissible under state law, anywhere from 10-50% is an acceptable reduction each week with SharedWork.

**Summary.** The 40 returning employees would each receive 80 percent of their wages from their employer, while also remaining eligible for 20 percent of their respective weekly benefit amount under SharedWork.





# Scenario: 20 percent payroll reduction

**Without SharedWork**  
8 employees laid off  
32 employees full-time

Average Weekly Income  
(before reduction)

After 20% Workforce Reduction	Hours worked	0
	Weekly Benefit (Unemployment Insurance)	\$400
	Weekly Wage	0
	Weekly Income without SharedWork	\$400

**Laid off worker**



**\$800**  
\$20 x 40 hrs

Hours worked	0
Weekly Benefit (Unemployment Insurance)	\$400
Weekly Wage	0
Weekly Income without SharedWork	\$400

**With SharedWork**  
40 employees working  
20% fewer hours.

After 20% SharedWork Reduction	Hours worked (reduced by 20%)	32
	Weekly Benefit (Unemployment Insurance)	\$80
	Weekly Wage	\$640
	Weekly Income with SharedWork	\$720

**Full-time employee  
at 20% reduction**



Hours worked 40 hours down to 32	32
Weekly Benefit (Unemployment Insurance)	\$80
Weekly Wage	\$640
Weekly Income with SharedWork	\$720

**Part-time  
employee at 20%  
reduction**



Hours worked 32 hours down to 24	24
Weekly Benefit (Unemployment Insurance)	\$60
Weekly Wage	\$480
Weekly Income with SharedWork	\$540

# SharedWork usage by county

The table below shows active SharedWork plans in the state of Washington as of May 9, 2023. In the last month, SharedWork usage has increased in Benton, Clark, Cowlitz, Grays Harbor, King, Kitsap, Kittitas, Pierce, Snohomish, Whatcom and Yakima counties.

County	Businesses eligible for SharedWork in this county (estimated)	Businesses currently participating in SharedWork	Employees participating in SharedWork (enrolled by their employer)
Adams	239	-	-
Asotin	2,231	-	-
Benton	1,415	24	517
Chelan	889	21	577
Clallam	5,938	6	95
Clark	79	64	600
Columbia	1,127	-	-
Cowlitz	386	8	444
Douglas	87	3	111
Ferry	1,011	1	17
Franklin	18	1	2
Garfield	1,193	-	-
Grant	832	10	154
Grays Harbor	832	11	343
Island	239	7	187

County	Businesses eligible for SharedWork in this county (estimated)	Businesses currently participating in SharedWork	Employees participating in SharedWork (enrolled by their employer)
Jefferson	432	6	69
King	33,722	269	5,572
Kitsap	2,635	18	277
Kittitas	606	2	111
Klickitat	304	5	73
Lewis	905	16	385
Lincoln	106	-	-
Mason	499	5	53
Okanogan	608	3	12
Pacific	309	-	-
Pend Oreille	129	1	2
Pierce	8,253	111	3,106
San Juan	455	3	8
Skagit	1,648	17	254
Skamania	92	2	16

County	Businesses eligible for SharedWork in this county (estimated)	Businesses currently participating in SharedWork	Employees participating in SharedWork (enrolled by their employer)
Snohomish	8,047	92	2,375
Spokane	6,187	56	1,738
Stevens	390	3	7
Thurston	3,371	34	670
Wahkiakum	44	-	-
Walla Walla	761	10	91
Whatcom	3,060	44	861
Whitman	430	3	26
Yakima	2,510	23	582
Other	9,490	176	5,699
<b>Total</b>	<b>101,851</b>	<b>1,057</b>	<b>25,077</b>

# SharedWork testimonials

[Watch the SharedWork industry panel "fast play".](#)



"It has allowed us to maintain our staff count and service levels, while lowering our overhead during the temporary housing shift. Staff is appreciative of the plan option and receiving partial payment with a day out of the office."

~ Erin Crain, AVP/office administrator, [Chicago Title of Washington](#), Everett



"SharedWork has given us a great amount of balance and flexibility to pivot and budget our expenses wisely. It's given the employees a sense of security. They know that we're doing this so that we don't have to take more dramatic measures, so there's massive relief of anxiety in that sense as well."

~ Jen Post, owner, [Prestige Escrow](#), Woodinville



"It's really a good thing we have SharedWork or I could be at risk of losing the employees with whom I've invested thousands of dollars in training. My valued employees are part of our business family, and I don't want to lose them. During these ups and downs of the economy, it has been a lifesaver."

~ Suzette Jackson, VP/owner, [NorthWest Granite & Flooring LLC](#), Whidbey Island

# Contact SharedWork

Employers can verify their eligibility in minutes and get answers by calling 800-752-2500 and choosing Option 3.

## 800-752-2500

8am to 4pm, Monday through Friday

Option 1 – Claims

Option 2 – Existing Plans

**Option 3 – New Plan Inquiry**

Option 4 – I was asked to call

[sharedworkplansect@esd.wa.gov](mailto:sharedworkplansect@esd.wa.gov)

### More ways to learn about SharedWork

- Watch our commercial on [Youtube](#).
- The SharedWork program will be hosting many regional and statewide **free virtual events** for employers in Washington.  
[esd.wa.gov/SharedWork/events](https://esd.wa.gov/SharedWork/events)
- The SharedWork program will be hosting weekly webinars through the year end to help businesses get informed.
- **Wednesdays 10:45 a.m. | [SharedWork Q&A for businesses webinar](#)**.
- Download the [SharedWork info card](#).

# Work Opportunity Tax Credit

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# Federal Bonding Program



**Employment  
Security  
Department**  
WASHINGTON STATE

# What does WOTC do?

- **The Work Opportunity Tax Credit (WOTC) is a tax incentive** for employers to hire certain job seekers. The goal is to help these individuals become economically self-sufficient and to reward employers who give them a chance.
- Participating employers can **reduce their Federal income tax liability by \$2,400-\$9,600** per eligible employee.
- All applications must be submitted within 28 days of the employee's start date.

# How it works: Veterans

<b>Veteran target group</b>	<b>Worked at least 120 hours but less than 400 hours</b>	<b>Worked at least 400 hours</b>
Received food stamps 3 of last 15 months	Up to \$1,500	Up to \$2,400
Disabled veteran hired within 1 year of leaving service	Up to \$3,000	Up to \$4,800
Disabled veteran unemployed at least 6 months	Up to \$6,000	Up to \$9,600
Unemployed at least 4 weeks	Up to \$1,500	Up to \$2,400
Unemployed at least 6 months	Up to \$3,500	Up to \$5,600

# How it works: Other groups

Group	Worked at least 120 hours but less than 400 hours	Worked at least 400 hours
Received food stamps	Up to \$1,500	Up to \$2,400
Short-term TANF recipient	Up to \$1,500	Up to \$2,400
Long-term TANF recipient	N/A	Up to \$9,000
Vocational rehabilitation referral	Up to \$1,500	Up to \$2,400

Group	Worked at least 120 hours but less than 400 hours	Worked at least 400 hours
Ex-felon	Up to \$1,500	Up to \$2,400
SSI recipient	Up to \$1,500	Up to \$2,400
Long-term unemployed	Up to \$1,500	Up to \$2,400



# Important forms

## Form 8850

### Pre-Screening Notice and Certification Request for the Work Opportunity Credit

[Link to form](#)


<b>Form 8850</b> <small>Form (Rev. March 2016) Department of the Treasury Internal Revenue Service</small>	<b>Pre-Screening Notice and Certification Request for the Work Opportunity Credit</b> <small>► Information about Form 8850 and its separate instructions is at <a href="http://www.irs.gov/form8850">www.irs.gov/form8850</a>.</small>	<small>OMB No. 1545-1500</small>
<b>Job applicant: Fill in the lines below and check any boxes that apply. Complete only this side.</b>		
Your name _____ Social security number ► _____		
Street address where you live _____		
City or town, state, and ZIP code _____		
County _____ Telephone number _____		
If you are under age 40, enter your date of birth (month, day, year) _____		
1 <input type="checkbox"/> Check here if you received a conditional certification from the state workforce agency (SWA) or a participating local agency for the work opportunity credit.		
2 <input type="checkbox"/> Check here if <b>any</b> of the following statements apply to you. <ul style="list-style-type: none"><li>• I am a member of a family that has received assistance from Temporary Assistance for Needy Families (TANF) for any 9 months during the past 18 months.</li><li>• I am a veteran and a member of a family that received Supplemental Nutrition Assistance Program (SNAP) benefits (food stamps) for at least a 3-month period during the past 15 months.</li><li>• I was referred here by a rehabilitation agency approved by the state, an employment network under the Ticket to Work program, or the Department of Veterans Affairs.</li><li>• I am at least age 18 but not age 40 or older and I am a member of a family that:<ul style="list-style-type: none"><li>a. Received SNAP benefits (food stamps) for the past 6 months; or</li><li>b. Received SNAP benefits (food stamps) for at least 3 of the past 5 months, but is no longer eligible to receive them.</li></ul></li><li>• During the past year, I was convicted of a felony or released from prison for a felony.</li><li>• I received supplemental security income (SSI) benefits for any month ending during the past 60 days.</li><li>• I am a veteran and I was unemployed for a period or periods totaling at least 4 weeks but less than 6 months during the past year.</li></ul>		
3 <input type="checkbox"/> Check here if you are a veteran and you were unemployed for a period or periods totaling at least 6 months during the past year.		
4 <input type="checkbox"/> Check here if you are a veteran entitled to compensation for a service-connected disability and you were discharged or released from active duty in the U.S. Armed Forces during the past year.		
5 <input type="checkbox"/> Check here if you are a veteran entitled to compensation for a service-connected disability and you were unemployed for a period or periods totaling at least 6 months during the past year.		
6 <input type="checkbox"/> Check here if you are a member of a family that: <ul style="list-style-type: none"><li>• Received TANF payments for at least the past 18 months; or</li><li>• Received TANF payments for any 18 months beginning after August 5, 1997, and the earliest 18-month period beginning after August 5, 1997, ended during the past 2 years; or</li><li>• Stopped being eligible for TANF payments during the past 2 years because federal or state law limited the maximum time those payments could be made.</li></ul>		
7 <input type="checkbox"/> Check here if you are in a period of unemployment that is at least 27 consecutive weeks and for all or part of that period you received unemployment compensation.		
<b>Signature—All Applicants Must Sign</b>		
<small>Under penalties of perjury, I declare that I gave the above information to the employer on or before the day I was offered a job, and it is, to the best of my knowledge, true, correct, and complete.</small>		
Job applicant's signature ► _____ Date _____		
<small>For Privacy Act and Paperwork Reduction Act Notice, see page 2. Cat. No. 22851L Form 8850 (Rev. 3-2016)</small>		

# Important forms

## Form 9061

Individual  
Characteristic  
Form (ICF)  
Work Opportunity  
Tax Credit

[Link to form](#)

 U.S. Department of Labor Employment and Training Administration			OMB Control No. 1205-0371 Expiration Date: March 31, 2023
1. Control No. (For Agency use only)		APPLICANT INFORMATION (See instructions on reverse)	2. Date Received (For Agency Use only)
EMPLOYER INFORMATION			
3. Employer Name	4. Employer Address and Telephone	5. Employer Federal ID Number (EIN)	
APPLICANT INFORMATION			
6. Applicant Name (Last, First, MI)	7. Social Security Number	8. Have you worked for this employer before? Yes <input type="checkbox"/> No <input type="checkbox"/> If YES, enter last date of employment: _____	
APPLICANT CHARACTERISTICS FOR WOTC TARGET GROUP CERTIFICATION			
9. Employment Start Date	10. Starting Wage	11. Position	
12. Are you at least age 16, but under age 40? If YES, enter your date of birth _____			Yes <input type="checkbox"/> No <input type="checkbox"/>
13. Are you a Veteran of the U.S. Armed Forces? If NO, go to Box 14. If YES, are you a member of a family that received Supplemental Nutrition Assistance Program (SNAP) benefits (Food Stamps) for at least 3 months during the 15 months before you were hired? If YES, enter name of primary recipient _____ and city and state where benefits were received _____. OR, are you a veteran entitled to compensation for a service-connected disability? If YES, were you discharged or released from active duty within a year before you were hired? Yes <input type="checkbox"/> No <input type="checkbox"/> OR, were you unemployed for a combined period of at least 6 months (whether or not consecutive) during the year before you were hired?			Yes <input type="checkbox"/> No <input type="checkbox"/>
14. Are you a member of a family that received Supplemental Nutrition Assistance Program (SNAP) (formerly Food Stamps) benefits for the 6 months before you were hired? OR, received SNAP benefits for at least a 3-month period within the last 5 months But you are no longer receiving them? If YES to either question, enter name of primary recipient _____ and city and state where benefits were received _____.			Yes <input type="checkbox"/> No <input type="checkbox"/>
15. Were you referred to an employer by a Vocational Rehabilitation Agency approved by a State? OR, by an Employment Network under the Ticket to Work Program? OR, by the Department of Veterans Affairs?			Yes <input type="checkbox"/> No <input type="checkbox"/>
16. Are you a member of a family that received TANF assistance for at least the last 18 months			Yes <input type="checkbox"/> No <input type="checkbox"/>

# For more information

## ESD's website

esd.wa.gov/WOTC

[Link to site](#)

The screenshot shows the ESD website interface. At the top, there is a search bar and navigation links for 'eServices Login' and 'Languages'. The main navigation menu includes 'Home', 'Unemployment', 'Paid Leave', 'Jobs & Training', 'Unemployment Taxes', 'Employer Resources', 'Labor Market Info', and 'Newsroom'. The page content is organized into several sections:

- About employees menu**: Includes links for 'FREQUENTLY USED LINKS' (The SharedWork Program, Work Opportunity Tax Credit (WOTC), The H-2A Program, Business layoff assistance, YesVets, Employer and collections FAQ), 'FORMS' (SharedWork forms and media library, Employer resources forms and publications library, WOTC pre-screening form (IRS form 8850) (PDF), WOTC individual characteristics form (ETA form 9061) (PDF), Paid Family and Medical Leave employer forms), 'RELATED LINKS' (Labor market info, Washington State Small-Business Guide, Steps to open a secure email from ESD), and 'CONTACT US' (Contact a local WorkSource, Agricultural and Seasonal Workforce Services Advisory Committee).
- ALERT**: A prominent orange box containing the text: 'The following changes, effective July 1, 2021, are required by the U.S. Department of Labor through its Training and Employment Guidance Letter (TEGL) 16-20:'. It lists three bullet points: 'Appeals must be submitted within one year of original denial date.', 'Any errors on an application must be corrected within 28 days of hire date.', and 'ESD is waiting for additional guidance for Power of Attorney (POA) issues - we will update this alert once more information is available.'
- Work Opportunity Tax Credit (WOTC)**: A section with a large orange heading. It explains that the WOTC is a tax incentive for employers to hire certain hard-to-place job seekers. It states that employers can reduce their federal business taxes by anywhere from \$2,400 to \$9,600 per eligible employee. It lists two bullet points: 'The employee's target group' and 'Wages earned and hours worked by the employee'. It also notes that employers cannot claim the WOTC for relatives, former employees, or undocumented aliens.
- Additional links**: Includes 'Work Opportunity Tax Credit fact sheet - for a program overview and recent statistics' and 'U.S. Department of Labor website - for updates and more information'.
- To apply online**: A section stating that users must have a SecureAccess Washington (SAW) account and a WOTC account, with a link to 'How to apply then start here'. It also notes that all applications must be submitted within 28 days of the employee's start date.

# For more information

## eServices

secure.esd.wa.gov/  
home

[Link to site](#)

The screenshot shows the Employment Security Department (ESD) website for Washington State. The header includes the ESD logo, the text "Employment Security Department WASHINGTON STATE", and a link for "Español". The main heading is "Sign in for eServices". Below this is a search bar with the text "Find answers to your questions about eServices accounts at [esd.wa.gov/unemployment/technical-support](#)". A warning box titled "Avoid unemployment scams" states: "Unemployment benefits are a target for scammers. They want to steal your username or password to take control of your claim by pretending to be ESD and sending you links to sign in on fake web pages that look real. When in doubt, go directly to [esd.wa.gov](#) and click the sign-in links. Protect yourself by checking out [esd.wa.gov/unemployment/unemployment-scams](#)." The page is divided into two columns: "Individuals" and "Employers". The "Individuals" column lists: "Apply for unemployment benefits", "Submit a weekly claim", "Manage your unemployment benefits claim", "Restart a current claim", "Pay a benefit overpayment", "Look up your past wages", and "Schedule a required WorkSource appointment". The "Employers" column lists: "Pay taxes", "Apply for SharedWork", "Apply for the Work Opportunity Tax Credit", and "Manage your employees' unemployment claims" (with sub-points: "Send a secure message", "View and respond to correspondence", and "File an appeal"). Below these columns is a "SecureAccess Washington (SAW)" section. It contains a link for "Having issues with the new two-step verification? For help filing your weekly claim, see our [Alert](#)." and instructions to use the SAW username and password, with links for "What is SAW?" and "Check to see if you have a SAW account". It also notes that employers using EAMS must use the same SAW account. There are input fields for "Username:" and "Password:" with a "Sign in" button and a link for "Having trouble signing in?". To the right of the sign-in section is a "Need an account?" section with a "Create new account" button and a "Already have a SAW account?" section with a "Create new account" button. At the bottom right, there is a logo for "SAW SecureAccess WASHINGTON" and the text "We use SecureAccess Washington to protect your personal information".

# Federal Bonding Program

- Created in 1966 by USDOL, the **Federal Bonding Program protects employers against employee acts of dishonesty**. The bond provides 100% coverage and has no deductible.
- **Employers receive the bonds free of charge**. Each new hire can be bonded from \$5,000 to \$25,000 with \$0 deductible covering the first six months of employment.
- **Bonds can be applied to any full- or part-time employee-paid wages** (with federal taxes deducted from pay).
- **Note:** Self-employed people cannot be covered by fidelity bonds.

# Important forms

## Washington State Bond Certification Form

[Link to form](#)

**WASHINGTON STATE BOND CERTIFICATION FORM**

MAIL or EMAIL to: Alice Barney / State Bonding Coordinator  
Employment Security Department  
PO Box 9046  
Olympia, WA 98507-9046  
Phone: 1-800-669-9271  
[bonds4jobs@esd.wa.gov](mailto:bonds4jobs@esd.wa.gov)

**EMPLOYER RECEIVING BOND**

COMPANY NAME & INDUSTRY \_\_\_\_\_

FEIN - \_\_\_\_\_

CONTACT PERSON NAME - \_\_\_\_\_

PHONE NUMBER - \_\_\_\_\_

ADDRESS - \_\_\_\_\_

CITY/STATE/ZIP - \_\_\_\_\_

**WORKER COVERED BY BOND** (please print clearly)

LAST NAME \_\_\_\_\_ FIRST NAME \_\_\_\_\_

BOND EFFECTIVE DATE \_\_\_\_\_ SOC. SECURITY # \_\_\_\_\_

Occupation: \_\_\_\_\_ Job Start Date \_\_\_\_\_

Reason for bond: Justice Involved  Other  Starting wage \_\_\_\_\_ per hr.  
Hours per Week \_\_\_\_\_

**BOND INSURANCE AMOUNT REQUESTED**

≤ 5,000  (If requesting more than \$5K, provide information on why higher amount is needed.)

(\$5K, \$10K, \$15K, \$20K, \$25K)

SIGNATURE (must be signed by originator and legible) \_\_\_\_\_ TELEPHONE # \_\_\_\_\_

# For more information

## ESD's website

[esd.wa.gov/bonding](http://esd.wa.gov/bonding)

[Link to site](#)

## Or email us

[bonds4jobs@esd.wa.gov](mailto:bonds4jobs@esd.wa.gov)

The screenshot shows the Employment Security Department (ESD) website for Washington State. The header includes the ESD logo, the text "Employment Security Department WASHINGTON STATE", a search bar, and links for "eServices Login" and "Languages". The navigation menu contains: Home, Unemployment, Paid Leave, Jobs & Training, Unemployment Taxes, Employer Resources, Labor Market Info, and Newsroom. The page content is in English, with a link to Spanish. The main heading is "Federal bonding". The text explains that fidelity bonds issued by the Federal Bonding Program (FBP) protect employers against employee fraud and dishonesty. It states that employers receive these bonds free-of-charge as an incentive to hire these applicants. The FBP was designed to reimburse the employer for any loss due to employee theft of money or property up to \$25,000 during the first six months of a selected individual's term of employment. The mission of the FBP is to give employers the peace of mind that you can safely provide all individuals job opportunities with limited risk. The FBP helps reduce barriers for justice-involved individuals, as well as others who have difficulty securing employment and getting their lives back on track, building stronger, healthier communities. The "TO APPLY:" section instructs users to print and fill out the Washington State Bond Request form (pdf) and return to Attn: Washington State Bonding Coordinator at PO Box 9046, Olympia, WA 98507, or [bonds4jobs@esd.wa.gov](mailto:bonds4jobs@esd.wa.gov). The "FOR MORE INFORMATION:" section includes a bulleted list: Read the Federal Bonding Program informational brochure for Employers and Job Seekers; Visit the Federal Bonding Program website; See Employment Security's Federal Bonding fact sheet. The "CONTACT:" section provides the phone number 800-669-9271 or email [bonds4jobs@esd.wa.gov](mailto:bonds4jobs@esd.wa.gov) for additional information. On the left side of the page, there are sections for "About employees menu", "FREQUENTLY USED LINKS" (including SharedWork Program, WOTC, H-2A Program, Business layoff assistance, YesVets, and Employer and collections FAQ), "FORMS" (including SharedWork forms and media library, Employer resources forms and publications library, WOTC pre-screening form (IRS form 8850) (PDF), WOTC individual characteristics form (ETA form 9061) (PDF), and Paid Family and Medical Leave employer forms), and "RELATED LINKS" (including Labor market info, Washington State Small-Business Guide, and Steps to open a secure email from ESD).

# Questions? Comments?

■ For more information, go to:

- [esd.wa.gov/wotc](http://esd.wa.gov/wotc)
- [esd.wa.gov/bonding](http://esd.wa.gov/bonding)

■ Contact information:

**Alice Barney, State Coordinator**

Phone: (800) 669-9271

Email: [alice.barney@esd.wa.gov](mailto:alice.barney@esd.wa.gov)

WOTC Unit email: [ESDGPWOTC@esd.wa.gov](mailto:ESDGPWOTC@esd.wa.gov)

Bonding email: [BONDS4JOBS@esd.wa.gov](mailto:BONDS4JOBS@esd.wa.gov)



# WORKSOURCE BUSINESS SOLUTIONS

## Partners in Talent Acquisition

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**Presenter: Hannah Schoepp, Statewide Local  
Veterans Employment Representative**



**Employment Security Department**  
WASHINGTON STATE



A proud partner of the AmericanJobCenter network

# Presentation Overview

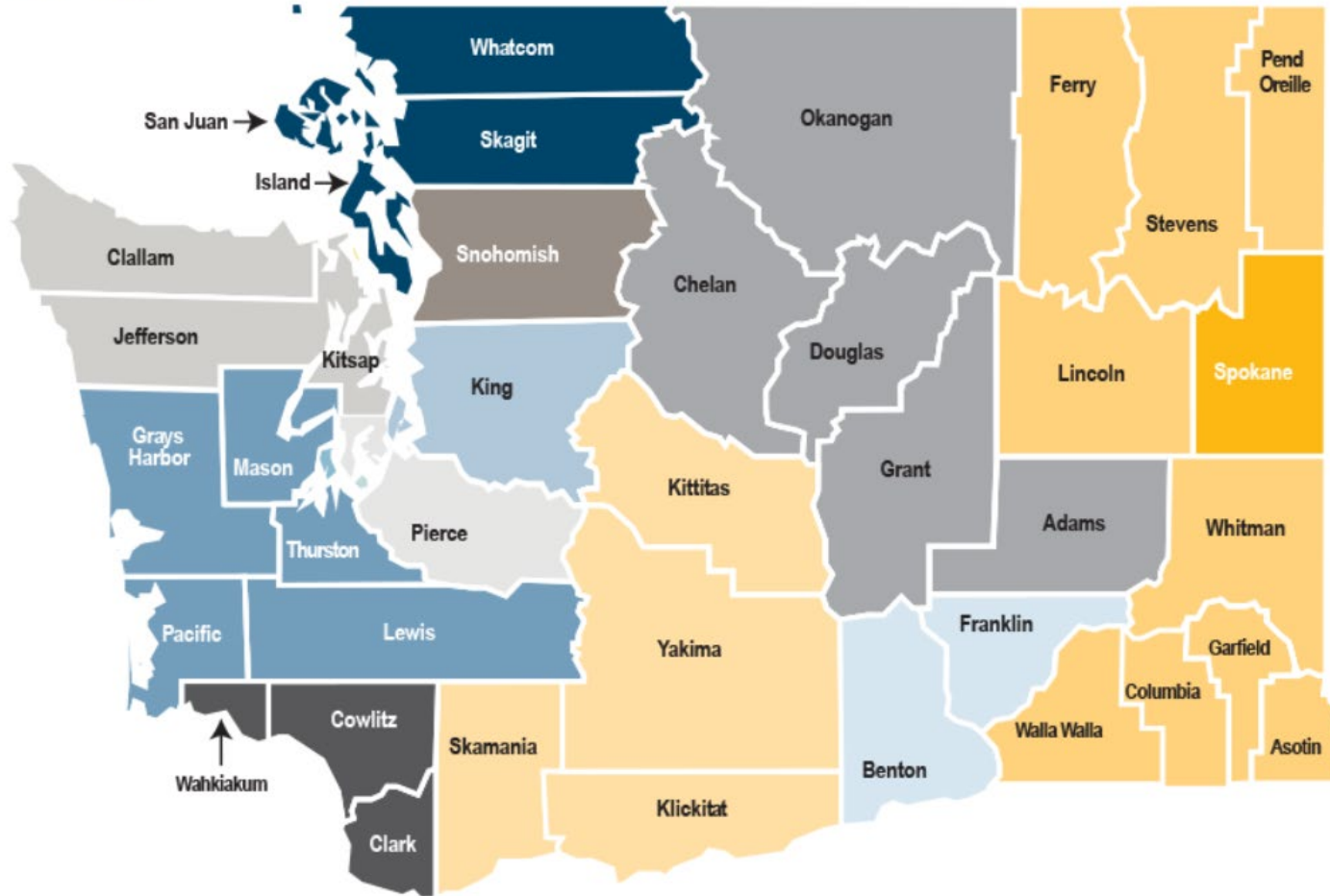
- WorkSource Business Services
- Virtual Business Services
- Partnership Resources



**Employment Security Department**  
WASHINGTON STATE

**WORK**  **Source**

A proud partner of the American  Center network



# Statewide support

WorkSource is a partnership of organizations dedicated to developing a workforce with the skills your business needs

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Business Service team members provide standard and customized solutions for your business



**Employment Security Department**  
WASHINGTON STATE

# Dedicated Business Service Teams are here to support you

- Recruitment and retention
- Job fairs and hiring events
- Job postings and applicant screening



- Interview and training space
- Labor market information and forecasts
- Tax incentives and layoff aversion strategies



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WASHINGTON STATE

**WORK**Source

A proud partner of the AmericanJobCenter network

# WorkSource Services



## ✓ Local WorkSource Offices

Free interview spaces, on-site use of computers, fax, telephones, etc.

## ✓ Local WorkSource Partners

Include staff from a variety of agencies, programs and partners

## ✓ Meet Local Job Seekers

Services for job seekers include help with resumes, interview skills and hiring events, both in-person and virtually



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# Virtual Services



## ✓ WorkSourceWA.com

Free job postings and access to the Washington's largest talent database

## ✓ Virtual Job Fairs

Live events for employers and job seekers to meet and interview on the spot



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# Virtual Services

The screenshot displays the WorkSource WA.com website. At the top left is the WorkSource logo. A navigation bar includes links for Home, Jobs, Candidates, Your account, and Help. A message center pop-up shows a 'Hello' greeting and a 'Sign Out' option. Below the navigation, a 'Welcome back' message is followed by a search prompt: 'Search resumes, post a new job or manage your job postings below.' There are buttons for 'Search resumes' and 'Post a job'. The main content area features a 'Manage job postings' table with columns for Job title, Status, Expires, Views, Clicks, Applies, and Matches. The table lists four job postings: 'Paratransit Bus Driver - Full Time', 'Driver Part-Time Paratransit Bus Driver', 'Route Truck Driver Part-Time / Relief', and 'Summer Camp and Day Program Staff'. To the right of the table is a 'Resources!' sidebar with links for 'Washington business hub', 'Employment Security', and 'WorkSource'. Below the table are sections for 'Tutorials' and 'Candidate folders'.

Job title	Status	Expires	Views	Clicks	Applies	Matches
Paratransit Bus Driver - Full Time	Expired	2/19/2018	70	3	2	7
Driver Part-Time Paratransit Bus Driver	Expired	2/19/2018	182	2	0	7
Route Truck Driver Part-Time / Relief	Expired	10/22/2017	62	0	5	19
Summer Camp and Day Program Staff	Expired	6/1/2017	54	2	1	0

## ✓ WorkSourceWA.com

- Register for an Employer/Recruiter Account
- Post and manage job opportunities directly on the website
- Search for Talent via Resumes
- Manage Candidates
- Never a charge for recruiter accounts



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# Virtual Services

## ✓ Virtual Job Fairs

Provide an opportunity for you recruit, find and interview the talent you need from the convenience of your workplace

- State-of-the-art job match tools using the Brazen platform
- Professional representation of your company branding and job postings
- Never a charge to employers



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# SAMPLE - LOBBY OF EMPLOYER BOOTHS



**WorkSource Works For You**  
Search for Work 24/7.  
Chat with us Mon-Fri 8am-5pm at [www.worksourcewa.com](http://www.worksourcewa.com).



**ABM**  
Enter to learn more and engage in 1-on-1 chats.



**Adecco**  
Adecco has remote positions for data entry associates, logistic admins and project coordinators! We also have positions that require



**All Pro Building Maintenance**  
We are hiring motivated janitors and day porters who are trustworthy, responsible, punctual, quick learners, and able



**Angel of the Winds Casino Resort**  
Angel of the Winds is looking for enthusiastic individuals to join the Friendliest Casino in Washington. We want those



**Aston Carter**  
Aston Carter is a leading staffing and consulting firm, providing high-caliber talent and premium services to more



**Heroes Work Here**  
Enter to learn more and engage in 1 on 1 chats.  
Currently offering licensed and unlicensed positions - dietitian



**BBSI**  
Variety of jobs across the Puget Sound Area.



**Blazing Bagels**  
Welcome to the Blazing Bagels Career Booth!



**Children's Home Society of Washington**  
Join our award-winning Team at CHSW and become part of our 125



**CSM Corp./Marriott Hotels**  
Whether you are seeking a career in customer service, food and beverage, housekeeping or maintenance,



**Dawn Foods is Hiring**  
Dawn Foods is now hiring permanent staff! We offer competitive pay and stellar benefits that are available day one! Dawn Foods has a fun family



**Elwood Staffing**  
Enter to learn more and engage in 1-on-1 chats.



**ERA Living**  
Enter to learn more and engage in 1-on-1 chats.  
If you want to find purpose and meaning in your work



**EvergreenHealth**  
Enter to learn more and engage in 1-on-1 chats.  
EvergreenHealth is currently recruiting for the following



**Express Employment Professionals - Everett Office**  
Enter to learn more and engage in 1-on-1 chats.  
Ready to chat? Click the green



**Express Healthcare Professionals - CNA, LPN, RN, MA, NAR openings!**  
with a friend!



**Express Employment Professionals - Kirkland Office**  
We are currently have many General Labor/Warehouse/Merchandise



**Express Employment Professionals - Seattle Office**  
Enter to learn more and engage in 1-on-1 chats.



**FedEx**  
Enter to learn more and engage in 1-on-1 chats.



**First Student**  
Now Hiring School Bus Drivers!!



**GENIE - \$2,000 Sign On Bonus for Assembly and Weld in Redmond, WA**  
Now is the right time to join the Genie Team!



**Hampton Woodinville**  
Enter to learn more and engage in 1-on-1 chats.



**Hotel California - Drug and Alcohol Treatment Center**  
Enter to learn more and engage in 1-on-1 chats.



**KWA Caregiver Opportunities! \$19.27- \$21.62 Hour www.kwacares.org**  
Enter to learn more and engage in 1-on-1 chats.



**LGC Hospitality**  
Enter to learn more and engage in 1-on-1 chats. Are you wanting to work for an upscale hotel with great benefits? Then this is the job



**Low Income Housing Institute**  
Enter to learn more and engage in 1-on-1 chats.



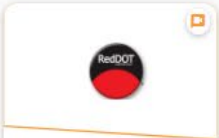
**McGee Air Services**  
Enter to learn more and engage in 1-on-1 chats.



**MultiCare Health System**  
MultiCare is the largest not-for-profit, community-based, and locally governed health system in the state of Washington.



**Otto Rosenau & Assoc.**  
Enter to learn more and engage in 1-on-1 chats.



**Red Dot Corporation**



**RI International**  
Enter to learn more and engage in



**Roland Residential Services SPC**  
We care about where you are



**Skookum Contract Services**  
Creating Opportunities for



**Smart Talent**



**Snoqualmie Casino**  
Snoqualmie Casino sits in the



**TEK Systems**  
Enter to learn more and engage in



**Terra Staffing Group**  
Want to work with the



**VA Puget Sound Health Care System (VA Hospital - Seattle/Tacoma)**



**Visiting Angels - America's Choice in Homecare-Copy**



# SAMPLE - OF EMPLOYER BOOTH

Home

Opportunities

About Us



If you love working with kids and families, **WE WANT YOU!** Find your best job ever at the Y plus get up to \$600 cash sign-on incentive for a limited time!

Currently looking for role models and superheroes for the following positions:

- Lifeguards & Swim Instructors
- School Age Child Care Staff
- Day Camp Counselors
- Resident Camp Counselors
- Early Childhood Education Team
- Youth Sports Instructors
- Kids Zone Staff

Positions that do not work directly with children:

- Administrative
- Human Resources
- Behavioral Health



People



Content



Can't chat right now? [LEAVE A NOTE](#)

Representatives (0 of 4 available)



Ana Cristina Fox (She/Her)  
Human Resources Business Partner



James Grigsby



James Innelli



Lisset Reyes  
HR Business Partner

# *Hiring Veterans!*

- Case Managers who work one on one with transitioning service members
- Training and education programs
- Veteran friendly hiring events
- Tax credits and incentives for hiring veterans



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# YesVets

- Statewide recognition for hiring veterans!
- Priority referrals to job fairs and hiring events
- A chance to win the Commissioners Employer of the Year award
- Over 1600 employers



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**WORKSource**

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# Resources

- [Overall job gain or loss by industry](#)
- [Unemployment rate information](#)
- [Data or trends about sectors or occupations that are seeking workers and where workers are seeking jobs](#)
- [Labor force growth](#)



For further information, please  
contact: Hannah Schoepp,  
[hannah.schoepp@esd.wa.gov](mailto:hannah.schoepp@esd.wa.gov)



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# THANK YOU

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WorkSource is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Washington Relay Service: 711

# Q&A

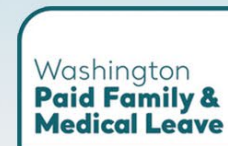


# Next webinar

## Resources for Washington businesses

Gain important insights about SharedWork, Paid Family and Medical Leave and the WA Cares Fund to help your business and employees succeed!

Tuesday, June 27  
11:50 a.m. - 1:00 p.m.  
**SharedWork, Paid Leave  
and WA Cares Fund**





Thank you for joining us today!

Assisting Washington  
BUSINESSES & EMPLOYEES

**40** YEARS

**SharedWork**

[SharedWorkWA.com](https://SharedWorkWA.com)

SINCE 1983





# Thank you!

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