

[Learn the facts about COVID-19](#)

from the Alabama Department of Public Health

www.alabamapublichealth.gov

E- News

June 2, 2020

Need a solution to your workforce needs? On-the-Job Training (OJT) could be the answer.

We realize that hiring and training an employee is an investment of time and money for your business. In fact, it may take months for a new hire to become fully productive, increase their skill set, and contribute to your business. The OJT program provides an avenue for businesses to hire and save money at the same time.

Check this out!

Click [here](#) to learn more

COVID-19 Essential Jobs

File for Unemployment in Alabama

File for Unemployment in another state

Within days, you could expand customized training program. You hire and train your new employee while getting reimbursed from up to 50%-75% of a new hire wages. If it sounds too good to be true, contact a business services representative today! Click [here](#) to download the OJT brochure.

ON THE JOB TRAINING

Contact your local Business Service Representative TODAY!

FAQ about COVID-19
and UC in Alabama

Did you know?

Refusal of Work Can
Cause a
Disqualification in
Unemployment
Compensation Benefits

Click [here](#) to view the
press release from the
Alabama Department of
Labor

Get ready for a new job
market. Check out this
article
click [here](#).

Baldwin County

Keniesha Fields

Bay Minette Career Center

email: Keniesha.fields@alcc.alabama.gov

Phone: 251-937-4161

Kristi Mitchell

Foley Career Center

email: Kristi.mitchell@alcc.alabama.gov

Phone: 251-943-1575

Monroe County

Deidra Spears

Monroeville Career Center

email: deidra.spears@alcc.alabama.gov

Phone: 251-575-3894

Escambia County

Marion Harrison

Brewton Career Center

email: marion.harrison@alcc.alabama.gov

Phone: 251-867-3247

Clarke, Choctaw and Washington Counties

Sheila Thompson

Jackson Career Center

email: Sheila.Thompson@alcc.alabama.gov

Phone: 251-246-2453

Mobile County

Stephanie Shepard Oaks

Mobile Career Center

email: shepard@swapte.org

Phone: 251- 432-0909 ext. 146

Cassandra Odom

Mobile Career Center

email: codom@swapte.org

Phone: 251- 432-0909 ext. 147

**Bay Minette
Career Center**

*(serving North
Baldwin County)*

201 Faulkner Dr.
Bay Minette, AL
36507
(251) 937-4161

**Brewton Career
Center**

*(serving Escambia and
Conecuh Counties)*

1023 Douglas Ave
Suite 314
Brewton, AL 36426
(251) 867-4376

**Camden Career
Center**

Itinerant Office
223-A Claiborne Street
Camden, AL 36726

Open
Tuesdays
9 a.m. - 3 p.m.

**Job seekers, check out the latest
job openings posted by
our business partners**

On-the-Job Training (OJT)

as of 5/26/2020

click [here](#) for the complete listing
of jobs available

To apply for these positions, please visit alabamaworks.alabama.gov or click here. If accepted for an OJT position, you must certify and meet OJT eligibility guidelines at the Alabama Career Center / Southwest Alabama Partnership for Training and Employment (SWAPTE).

IT Help Desk Technician

- We are looking for a competent Help desk technician to provide fast and useful technical assistance on computer systems. You will work tickets on technical issues and use remote tools to solve them. An excellent Help desk technician must have good technical knowledge and be able to communicate effectively to understand the problem and effect a permanent solution. They must also be confident, customer-oriented and patient to deal with customers who are in the middle of emotional outages. Our ideal candidate would also have outstanding troubleshooting skills. The goal is to create value for clients that will help preserve BIS' relationship, reputation and business.

Responsibilities: * Perform remote troubleshooting through diagnostic techniques and pertinent questions * Determine the best solution based on the issue and details provided by customers * Seek direction from the next level of support personnel in a timely manner * Provide accurate information on IT

**Choctaw
County Career
Center**

Itinerant Office
*located on the campus
of*
Coastal Alabama
Community College
251 College St
Gilbertown, AL 36908

Business Hours
Wednesdays
9 a.m. - 3 p.m.

Foley Career Center

*(serving South
Baldwin County)*

200 West Michigan Ave
Foley, AL 36535
251-943-1575

**Jackson Career
Center**

*(serving Clarke,
Washington and
Choctaw Counties)*

products or services * Record events and problems and their resolution in service tickets * Follow-up and update customer status and information to keep tickets within parameters * Pass on any feedback or suggestions by customers to the appropriate internal team * Identify and suggest possible improvements on procedures * Continuously learn about our current solution stack and develop knowledge about trending ideas in the IT space Use our extensive remote tools to solve issues for customers * Documenting work and recording details. **Refer to job order # 2818462.**

Admin Assistant -The office admin support role is responsible for handling general administrative duties; clerical, data entry, accounting, new hire onboarding and general office support to the Accounting Staff. Persons in this role must have working knowledge of Microsoft Office, QuickBooks and Windows programs as well as have the ability to quickly learn company specific software. Answer internal and external calls relating to billing and A/R. Manage Accounts Receivables and make weekly Collection Calls on Past Due Accounts. Manage Outgoing and Incoming Mail. Scan appropriate documents into document management system. Assist with electronic employment applications and new hire onboarding.

Refer to job order # Job Order #2843564.

Service Position- Provide friendly, helpful and professional assistance to our current policyholders. Pay Rate: \$9.00 to \$12.00 Depending on experience and monthly bonuses. Job duties would include but are not limited to taking payments, answering the phones, greeting customers as they come into the office. It would also include assisting them with any questions pertaining to their bills or current policies and also making any changes that may be needed. This position also includes calling

205 Walker Springs Rd.
Jackson, AL. 36545
(251) 246-2453

Mobile Career Center

*(serving Mobile
County)*

515 Springhill Plaza
Court
Mobile, AL 36608
(251) 461-4461

Monroeville Career Center

*(serving Monroe
and Wilcox Counties)*

2119 Hwy 21
Bypass Suite 100
Monroeville, AL 36460
(251) 575-3894

*Unemployment
Statistics*

current customers to remind them of any bill that is due or to get any documents we may require from them pertaining to their insurance. Meeting with customers to review their coverage and discounts. **Refer to job order # 2782046.**

CDL Truck Driver (OJT) - Drive a tractor trailer combination with at least 26,000 pounds of gross weight. Requires a Class A Commercial Driver's License. Driver is expected to check vehicle, follow safety procedures, inspect loads, maintain loads and secure cargo. Position requires a clean MVR, 2 years of experience, stepping up and...
Refer to job order # 2674339.

Skills Training

Skills training is tuition assistance for job seekers to get the skills for in demand jobs by attending colleges, universities or technical schools for 2 years or less. Funding is provided by the Workforce Innovation and Opportunity Act (WIOA) in partnership with the Alabama Department of Labor (Alabama Career Center) and the Alabama Department of Commerce. Click [here](#) to download brochure.

SWAPTE
Region 7

***Alabama 12.9%**
Alabama 13.3%
United States 14.7%

***Seasonally Adjusted**

**Federal Minimum
Wage
\$7.25 per hour**

Sources:

**U.S. Department of
Labor-
Bureau of Labor
Statistics**

**Alabama
Department
of Labor**

**Alabama
Unemployed and**

**Unemployment
Statistics Map
(April 2020)**

**Region 7 Monthly
Online Job Ads**

Quick Links

**Southwest
Alabama
Partnership for
Employment
and Training**

Alabama Works

**Airbus North
American**

**Alabama
Department
of Labor**

**Alabama
Department**

If you're in the Foley area and interested in WIOA skills training, visit Mary Beth at the Foley Career Center. If not, visit your nearest Career Center and inquire about skills training. Click [here](#) to download the brochure.

News and Notes

**of Rehabilitation
Services**

**Alabama
Department
of Commerce**

AIDT

**Apprenticeship
Alabama**

Austal

**Bank on South
Alabama**

**Bishop State
Community College**

VT MAE

Made in Alabama

**Mobile County
Personnel Board**

**Alabama Department
of Corrections**

**Mobile Public
Library**

**The Connection
Center**

My Next Move

My Skills My Future

**Small Business
Administration**

**South Alabama
Regional Planning
Commission**

**SAWDC
Alabama Works**

**State of Alabama
Personnel
Department**

Interested in a Career as a Corrections Officer? Apply today with the Alabama Department of Corrections.

Apply remotely by visiting www.adocjobs.us or contact Officer Curry at (334) 850-0893.

**United Way of
Southwest Alabama**

**WIOA Training
Brochure**

**On-the Job Training
Brochure**



Job Postings

Delta Marine Electric
Marine Electricians and Electrician Helpers
Job # 2845464

Job Description:

Marine Electricians and Electrician Helpers needed to work on new marine construction in Bayou La Batre. Experienced Electricians can apply and be interviewed.

Pay Rate: Good pay rates discussed during the interview. Depends on experience.

Work Schedule: Monday through Friday 6:00 AM to 4:30 PM. Overtime available.

Benefits: Available and discussed during the interview.

Job Duties:

We need Marine Electricians with experience or experienced Electricians, who can work on 480 volt motor hookup, transformers and have some PLC knowledge. Also looking for Marine Electrician Helpers or Electrician Helpers with experience who can rough in deck houses, panels and lighting.

Job Requirements:

Requires experience as a Marine Electrician or Electrician.

How to Apply:

Email a resume to jatkinsDME@aol.com or call Joey Atkins at 251-232-5871.

If no one answers leave a message.

ALL OVER JANITORIAL SERVICES
Janitors (General Custodial Workers)
North Mobile Area Job# 2845940

Job Description

:Work with a team of 10 General Custodial Workers in an Industrial environment and report to an onsite Supervisor.

Pay Rate: \$9.00 to \$10:00 per hour.

Work Schedule: Monday through Friday. 2 workers for a 12:00 PM to 8:00 PM. and 8 workers from 6:00 PM. to 2:00 AM. schedule.

Job Duties: Full janitorial cleaning of areas inside the building's office areas, the common areas and restrooms. Will vacuum carpets, sweep and mop floors, some dusting, clean mirrors and fixtures and trash removal.

Job Requirements: Prefer 1 year of previous Janitorial experience. Requires having a valid and current Driver's License. Must have your own transportation and car insurance. Requires steel toed boots. Must have a strong work ethic, honest, and reliable. Requires a background check and drug screen. (Requires attending an Industrial Safety Course.)

How to Apply: Email a resume to aobsinc@att.net or call 251-450-2302 for details or make an appointment.

Sales Associate Refer to Job# 2844932

Description:

Looking for a highly qualified individual with retail experience, working directly with customers. (We are a retail establishment and are not affiliated with the UPS delivery service)

Pay Rate:

Training period is \$7.50 per hour. Pay increases are based on performance. Work Schedule: Work schedule may vary, with some days being on the day shift and other days in the evening.

Job Requirements:

Requires at least one year of retail customer service experience. Requires having very good computer skills. Requires knowledge and proficiency with software programs Publisher and Adobe Creative Suites. Must have skills to properly lift and move boxes weighing up to 60 pounds. Requires some college and a High School Diploma, or equivalent. Requires a valid, current Driver's License. Requires a background check.

How to Apply:

Please email a resume to The UPS Store #2350 owner 2350@theupsstore.com Apply in person at The UPS Store, 3688 Airport Blvd. Suite B, Mobile, AL 36608

WHO WE ARE

Southwest Alabama Partnership for Training and Employment SWAPTE underwrites regional workforce development activities with funding from the Workforce Innovation and Opportunity Act (WIOA) in partnership with the Alabama Department of Labor (Alabama Career Center) and the Alabama Department of Commerce.

For more information about the e-news, contact **Pamela Ware**,
Director of Marketing and Public Relations at 251.432.0909 ext.140.

Southwest Alabama Partnership for Training and
Employment, located in the Alabama Career Center, 515 Springhill Plaza Court, Mobile, A
L 36608

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