

# CAREER SERVICES

MichiganWorksSouthwest.org



## Branch County Michigan Works!

210 Vista Drive  
Coldwater, MI 49036  
Phone 517-278-0200  
Fax 517-278-0221  
1-800-285-WORK (9675)

## Calhoun County Michigan Works!

200 W Van Buren St.  
Battle Creek, MI 49017  
Phone 269-660-1412  
Fax 269-965-8862  
1-800-285-WORK (9675)

## Kalamazoo County Michigan Works!

1601 S. Burdick Street  
Kalamazoo, MI 49001  
Phone 269-383-2536  
Fax 269-383-3785  
1-800-285-WORK (9675)

## St. Joseph County Michigan Works!

16587 Enterprise Drive  
Three Rivers, MI 49093  
Phone 269-273-2717  
Fax 269-273-3002  
1-800-285-WORK (9675)

### Access to thousands of jobs

Link to hundreds of local and statewide Michigan employers through top-of-the-line labor market exchange system, Pure Michigan Talent Connect. Post your resume and directly connect to opportunities that align with your skills, talents, and passions. Pure Michigan Talent Connect is available 24/7. Internet access is available at your local Michigan Works! service centers Monday through Friday, 8 a.m. to 5 p.m. (except State holidays).

### Career Applications

Michigan Works! accepts job applications at the request of local employers. Job seekers may review, complete, and submit applications at the Michigan Works! service center.

### Employability Skills Enhancement Workshops

A number of educational workshops are available to help individuals in their job search. Workshops cover a variety of topics such as interviewing, resume writing, computer basics, utilizing technology, networking, and "soft skill" development. Workshops are presented by experts on career development including local business and community leaders. View the monthly workshop calendars under the Events/Calendar tab on our web page at [MichiganWorksSouthwest.org](http://MichiganWorksSouthwest.org).

### Career Development Training

Discuss potential career development training opportunities with your local Michigan Works! staff.

### Career Readiness Assessments

Are you ready for your next career? Want to find out? Participate in one of several career assessments including WorkKeys, which provides the opportunity to earn a National Career Readiness Certificate.

### Reference Materials

Written, audio, and video educational materials are available to assist with job search preparation.

### Courtesy phone, copier and fax machine

Services are provided free of charge for the convenience of your job search.

### Are you a military veteran?

Please ask our staff about services available for you. Michigan Works! thanks you for your service.

### Are you in need of special accommodations for your job search or employment?

Please ask the Michigan Works! staff on how we may assist you.

### Are you a youth between the ages of 14 and 24 and in need of employment or educational services?

Please ask the Michigan Works! staff for information on Youth Services.

For additional resources find us on the web at [michiganworkssouthwest.org](http://michiganworkssouthwest.org) or on social media at MiWorksSW



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*An equal opportunity employer / program supported by the State of Michigan 1-800-285-WORK (9675).  
Auxiliary aids and services are available upon request. Dial 711 for Relay Center and TTY.  
Supported in part with state and/or federal funds.*

## Michigan Works! Southwest Service Providers

**Employment Services:** Connecting employers and job seekers

- Branch County (Coldwater) 517-278-0200
- Calhoun County (Battle Creek) 269-660-1412
- Kalamazoo County (Kalamazoo) 269-383-2536
- St. Joseph County (Three Rivers) 269-273-2717

**Youth Services:** Provides employment and training opportunities to youth

- Branch County (Coldwater) 517-278-0200
- Calhoun County (Battle Creek) 269-660-1412
- Kalamazoo (Kalamazoo) 269-775-1660
- St. Joseph County (Three Rivers) 269-273-2717

**Adult and Dislocated Workers:** Provides services for low income adults and individuals impacted by displacement

- Branch County (Coldwater) 517-278-0210
- Calhoun County (Battle Creek) 269-660-1401
- Kalamazoo 269-383-2536, ext. 135
- St. Joseph County (Three Rivers) 269-273-7067

**Partnership, Accountability, Training, Hope Program (PATH)**

- Branch County (Coldwater) 517-278-0230
- Calhoun County (Battle Creek) 269-966-0608
- Calhoun County (Albion) 517-629-9477
- Kalamazoo County 269-349-2536
- St. Joseph County (Three Rivers) 269-349-2536

## Michigan Works! Southwest Partners

**AARP Services for mature jobs seekers ages 55 and older**  
866-227-7448

**Job Corps Kalamazoo**  
269-488-7473

**Michigan Indian Employment & Training Services, Inc.**  
800-756-0234

**Migrant Worker Services**  
269-657-7014, ext. 1194

**Department of Health & Human Services:**

- Branch County (Coldwater) 517-279-4200
- Calhoun County (Battle Creek) 269-966-1284
- Kalamazoo County 269-337-4900
- St. Joseph County (Centreville) 269-467-1200

**Michigan Rehabilitation Services**  
877-901-9187

**Michigan Bureau of Services for Blind Persons**  
269-337-3875

**Veterans' Employment Services:**

- Branch/Calhoun Counties 269-660-1425
- Kalamazoo/St. Joseph Counties 269-488-7293

## Adult Education Providers

**Branch County:**

- Coldwater Community Schools 517-279-5930, ext. 294 (ABE, ESL & GED)
- Branch County Literacy Council 517-279-9833

**Kalamazoo County:**

- Kalamazoo Public Schools Adult Education 269-337-0422 (ABE, EL Civics, ESL, & GED)
- Goodwill Industries Kalamazoo 269-382-0490
- Barclay Hills Parchment 269-488-1470 (Up to age 20)
- Comstock Adult Education 269-388-9477
- Portage Adult Education 219-850-4448 (ESL only)
- Kalamazoo Literacy Council 269-382-0490

**Calhoun County:**

- Battle Creek Public Schools 269-965-9515 (ABE, EL Civics, ESL, & GED)
- Literacy Council of Calhoun County 269-968-6488

**St. Joseph County:**

- Sturgis Public Schools 269-659-1506 (ABE, EL Civics, ESL, GED, and HSC)
- Centreville Public Schools 269-467-5223 (ABE, GED & HSC)
- Three Rivers Community Schools 269-278-7409 (ABE, GED & HSC)
- St. Joseph County Literacy Council 269-273-8666

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