



South Branch
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LOOKING FOR WORK:

Resource Room:

Our Resource Room is available for job search Monday through Friday from 8:00am to 5:00pm. Here are some of the many benefits of conducting your job search at South Coast Business Employment Corporation (SCBEC):

- **Open to everyone at no cost**
- **Workshops are available Monday through Thursday**
- **Computers**
 - Resume programs
 - Internet job search
 - Assessments
- **Current job announcements and referrals**
- **Local newspapers**
- **Floppy disks, resume paper and matching envelopes**
- **Thank you cards, postage and mailing supplies**
- **Job Search Specialist**
 - Monday through Thursday from 2:30pm to 4:00pm
 - Available to assist you in utilizing resources and answer job search questions
- **Telephone, photocopier and fax machine**
- **Friendly, front-line staff can take job related telephone messages**
- **Information on community resources**
- **Services for people with disabilities**
 - TTY telephone
 - Telephone handset amplifier attaches to the telephone and is designed for people with hearing impairments
 - Dragon Naturally Speaking is computer software that allows people with physical disabilities to access programs using voice commands
 - Zoom Text is a screen magnification program that is designed for people with visual impairments
 - JAWS for Windows is a computer program that speaks to the user and is designed for people that are blind or have severe visual impairments