

# Invest in your job search today

NOVA's wide array of job-search services can help you develop the skills you need to find your next job.

## Services available at **nova**:

- Career advising
- Résumé assistance
- Job-search strategies
- Networking opportunities
- Interview preparation
- Online job board
- Employer recruitment events
- Computers & internet access
- Connections to community organizations
- Information on training to upgrade skills
- MyPlan comprehensive online job-search tool:  
[myplan.novaworks.org](http://myplan.novaworks.org)

Contact a local job center for an appointment to get started!

**nova**

**JobCenter**

A PROUD PARTNER OF America's **JobCenter** of California™

### **Sunnyvale**

505 W. Olive Avenue, Suite 550 • Sunnyvale, CA 94086 • 408-730-7232

### **San Mateo**

1777 Borel Place, Suite 500 • San Mateo, CA 94402 • 650-581-0058

### **Menlo Park (JobTrain)** *Limited NOVA services available*

1200 O'Brien Drive • Menlo Park, CA 94025 • 650-330-6490

TTY for all locations: 711 for California Relay Service

**n o v a w o r k s . o r g**

Locate other job centers: [servicelocator.org](http://servicelocator.org)

# Is your business ...

*... ready to start hiring?*

*... looking for training resources?*

*... experiencing downsizing?*

Take advantage of  
**nova** services

*... at no cost to you!*

- Online job board to post your openings
- Recruitment presentations
- On-site interviews
- Training subsidies for new hires
- Pre-layoff assistance & outplacement

Find out more by contacting a  
**NOVA Business Liaison**

**nova**

[www.novaworks.org](http://www.novaworks.org)

408-730-7232 • 711 (TTY: CA Relay Service)

[employerservices@novaworks.org](mailto:employerservices@novaworks.org)