LOST WAGES ASSISTANCE AND JOB SEEKER SERVICES
LOST WAGES ASSISTANCE PROGRAM (LWA)
WHAT IS LWA?
WHAT IS LWA?

LWA provides $300 per week on top of the regular UI, PEUC, EB, or PUA payment.
WHAT IS LWA?

LWA picks up where FPUC left off. The program starts with the week ending 08/01/20
Right now, Wyoming has funds from FEMA (who is financing this) for 3 weeks (08/01, 08/08, 08/15).
LWA ELIGIBILITY

✓ Only claimants that answered 'yes' to being unemployed due to COVID-19 on their initial claim will be eligible.
✓ Claimants must have a weekly benefit amount of at least $100 on their UI, PEUC, EB, or PUA claim.

If a claimant does not meet both of these requirements, they are not eligible for LWA.
PLEASE NOTE:

Every weekly certification already filed for those weeks will have to be **manually reprocessed**.
WYOMING AT WORK
Online Job Matching System
VARIOUS WAYS TO LOOK FOR A JOB
Please choose a method to view the jobs you are interested in.

To create an automated job search (virtual recruiter), select criteria below, perform the search and then save your search at the bottom of the results screen.

Always be on the lookout for job scams. Learn more on how to protect yourself against online scams and identity theft.

Verify your area selection below. Specify a match level and click the Search button to continue.
VIRTUAL RECRUITER
10 Steps - Select this option to explore 10 steps that you can follow on the path to a new job (from employer and job searches through Résumé writing and interviewing).

Find Job Openings - Select this option to find current job openings. If you have a job order number from a previous search, Search by Job Order Number here.

Job Market Trends - Select this option to assess current market trends based on available job orders in the system.

Résumé Builder - Select this option to work with our Résumé Builder. This easy-to-use tool will help you create, store, update, and post your Résumé online.

Letter Builder - Select this option to work with our Letter Builder. This easy-to-use tool will help you create, store, and update the letters you will need during a job search.

Employers Posting Jobs - Select this option to view employers who have jobs available in the system.

Employers - Select this option to find detailed information on employers that may be of interest to you. These employers may or may not have any current job openings.

Virtual Recruiter - Select this option to have our Virtual Recruiter schedule a recurring search for job openings that meet your qualifications.
JOB MATCHING SYSTEM

Matches employee’s skills to job openings

Notification sent to you employee on positions that match their skills

Employers and Workforce Center staff use the system to search for qualified individuals
SKILLS ASSESSMENT TOOL FOR A HIDDEN JOB FEATURE

Please select from the My Portfolio options listed below.

- **Personal Profile** - Select this option to view or modify your contact information, your background, work with your activities list, or enter notes.
- **Search History Profile** - Select this option to view or save occupations, training programs, employers and job listings that you are interested in.
- **Self Assessment Profile** - Select this option to view or evaluate any assessments you have entered.
- **Communications Profile** - Select this option to view communications options that are available to you.
EDIT JOB SKILLS IN THIS SECTION FOR A JOB MATCH
## Edit Job Skills in This Section for a Job Match

### Select Your Job Skills

#### Job Skill Categories
- Internet/2242 IT
- Computer & Mathematics/3168
- Construction/294
- Education & Social Services/9
- Engineering & Technology/3168
- Healthcare/9
- Land & Forestry Services/294
- Public Service/9
- Human Resources/3168

#### Job Skills Category

<table>
<thead>
<tr>
<th>Skills</th>
<th>Select</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advise Clients Or Customers</td>
<td><img src="select" alt="Select" /></td>
</tr>
<tr>
<td>Answer Customer Or Public Inquiries</td>
<td><img src="select" alt="Select" /></td>
</tr>
<tr>
<td>Apply Traction</td>
<td><img src="select" alt="Select" /></td>
</tr>
<tr>
<td>Calculate Monetary Exchange</td>
<td><img src="select" alt="Select" /></td>
</tr>
<tr>
<td>Call On Customers To Solicit New Business</td>
<td><img src="select" alt="Select" /></td>
</tr>
<tr>
<td>Climb Ladders, Scaffolding, Or Utility Or Telephone Poles</td>
<td><img src="select" alt="Select" /></td>
</tr>
<tr>
<td>Collect Payment</td>
<td><img src="select" alt="Select" /></td>
</tr>
<tr>
<td>Communicate Technical Information</td>
<td><img src="select" alt="Select" /></td>
</tr>
<tr>
<td>Communicate Visually Or Verbally</td>
<td><img src="select" alt="Select" /></td>
</tr>
<tr>
<td>Complete Time Or Attendance Forms</td>
<td><img src="select" alt="Select" /></td>
</tr>
<tr>
<td>Conduct Or Attend Staff Meetings</td>
<td><img src="select" alt="Select" /></td>
</tr>
<tr>
<td>Co-Worker With Engineering, Technical Or Manufacturing Personnel</td>
<td><img src="select" alt="Select" /></td>
</tr>
</tbody>
</table>
CLICK ON ‘MY RESOURCES’, THEN ‘MY MESSAGES’ TO VIEW CORRESPONDENCE
WYOMING AT WORK HAS AN INTERNAL MESSAGING TOOL

Welcome to My Individual Workspace Andrea Hixon.
View your Personal Profile and Contact Information. This page introduces you to system features and offers suggestions. Select from the items below to start customizing the content that interests you.

Important information for Hixon, Andrea
You have 15 new or unread messages.

Get Recruited by Top Employers
We can guide you through the process of creating a professional résumé, setting up automated job searches, and contacting potential employers in your desired field.

<table>
<thead>
<tr>
<th>Date</th>
<th>Job Title</th>
<th>Employer</th>
<th>Location</th>
<th>Salary</th>
<th>Job Skills Matched</th>
<th>Meets General Requirements</th>
<th>Meets Specialized Requirements</th>
<th>Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>9/1/2020</td>
<td>Communication Technician</td>
<td>Tower Communication &amp; Automation Inc</td>
<td>Gillette, WY</td>
<td>$0.00 to $0.00 per</td>
<td>6</td>
<td>1</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>9/4/2020</td>
<td>NARM Coal/DB</td>
<td>Peabody Powder River Services LLC</td>
<td>Gillette, WY</td>
<td>$0.00 to $0.00 per</td>
<td>6</td>
<td>1</td>
<td>1</td>
<td></td>
</tr>
</tbody>
</table>
### My Messages

**Shortcut Keys:** Access Message Folders with Alt and/or Shift + O then arrow up or down. Access Messages with Alt and/or Shift + M.

<table>
<thead>
<tr>
<th>Viewed</th>
<th>Folders</th>
<th>Attachments</th>
<th>From</th>
<th>Subject</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Inbox (15)</td>
<td></td>
<td>POSTMASTER</td>
<td>Resume Expectation</td>
<td>09/04/2020 10:30 PM</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>POSTMASTER</td>
<td>Welcome to Wyoming at Work</td>
<td>01/23/2019 04:19 PM</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>POSTMASTER</td>
<td>Resume Expectation</td>
<td>09/02/2017 10:30 PM</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Stefanie Combes</td>
<td>Notification of Jobs Available</td>
<td>09/22/2017 09:23 AM</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>POSTMASTER</td>
<td>Potential Jobs Matching Relevant Experience</td>
<td>09/13/2017 10:34 PM</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Andrea Haas</td>
<td>Notification of Jobs Available</td>
<td>01/17/2017 02:04 PM</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>POSTMASTER</td>
<td>Individual Unemployment Assistance</td>
<td>11/10/2016 10:30 PM</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>POSTMASTER</td>
<td>Potential Jobs Matching Relevant Experience</td>
<td>11/06/2016 10:32 PM</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>POSTMASTER</td>
<td>Wyoming at Work: Individual Feedback Alert</td>
<td>01/02/2012 10:07 PM</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>POSTMASTER</td>
<td>Wyoming at Work: Individual Feedback Alert</td>
<td>11/02/2013 01:17 PM</td>
</tr>
</tbody>
</table>
JOB FAIRS
These are challenging times. We may be able to help.
WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)

Designed to strengthen and improve our workforce system and help individuals, including youth and those with barriers to employment, enter into high quality jobs.

WIOA is a federally funded, state mandated program administered by the Department of Workforce Services.
We are here to help. Here is where you can find us.

To see a full listing of locations and services, visit:

wyomingworkforce.org/contact/all/
THANK YOU.
WE LOOK FORWARD TO SERVING YOU SOON!