



NORTHEASTERN PENNSYLVANIA WORKFORCE RESOURCES GUIDE



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INTRODUCTION

Most communities have resources available to help companies find, recruit, and train new employees. Unfortunately, too much time is spent by Human Resources Departments attempting to identify all of the organizations that might be able to provide assistance.

Mericle Commercial Real Estate Services has created this Northeastern Pennsylvania Workforce Resources Guide to help educate you about the resources that are available and make it easier for you to contact the people who can help you find and train the best employees for your business.

We thank you for considering Northeastern Pennsylvania as you grow your company. **We look forward to helping you be successful here.**

Sincerely,



Bob Besecker
Vice President



Jim Hilsher
Vice President



Bill Jones
Vice President



INTRODUCTION

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Northeastern Pennsylvania has many agencies that will help companies recruit their employees. These agencies will perform the necessary recruitment and selection tasks for those companies that do not have the time or resources to manage the process. They provide access to a variety of workers, including temporary, temp-to-hire, permanent, bilingual, and others.

Pennsylvania CareerLink®






The agency used most often by employers to find and screen applicants is Pennsylvania CareerLink®.

With offices located throughout Northeastern Pennsylvania, PA Career-Link® is a resource for employers and job seekers. This state agency provides a range of career services at little or no cost with the goal of providing employers with skilled, qualified workers. Key services which save the employer time, energy and money include:





- Pre-screening of applications based on required qualifications
- Use of **www.jobgateway.pa.gov**, which allows employers to post jobs, view resumes, pre-screen employees, and research labor market data.
- Use of CareerLink® offices to conduct interviews. Staff is also able to arrange and manage interview appointments.
- Facilitation of training for current or future employees and help with training funds via connections to a variety of development programs.
- Use of Career Link® offices for job fairs.

Three PA CareerLink® offices serve Northeastern Pennsylvania employers.






PA CareerLink® Luzerne County at Wilkes-Barre

 **www.careerlinkwilkesbarre.org**
 32 East Union Street, Wilkes-Barre, PA 18701
 570.822.1101
 F: 570.826.2443
 info@careerlinkwilkesbarre.org

PA CareerLink® Lackawanna County






 **www.pacareerlinklackawanna.org**
 135 Franklin Avenue, Scranton, PA 18503-1994
 570.963.4671
 F: 570.963.4927





PA CareerLink® Luzerne County at Hazleton




 **www.careerlinkhazleton.org**
 75 North Laurel Street, Hazleton, PA 18201-5950
 570.459.3854
 F: 570.459.3930
 info@careerlinkhazleton.org

STAFFING AGENCIES






Manpower Group

-  www.manpower.com
-  940 Schechter Drive,
Wilkes-Barre, PA 18702-6781
-  570.825.5661
-  F: 570.614.2194
-  thomas.ruskey@manpower.com






-  1201B North Church Street,
Hazle Township, PA 18202
-  570.450.6301
-  F: 570.614.2190
-  Bilingual

-  761 Scranton Carbondale Hwy.,
Scranton, PA 18508
-  570.347.3317
-  F: 570.347.3987





Kelly Services

-  www.kellyservices.us
-  124 CenterPoint Boulevard
Jenkins Township, PA 18640
-  570.346.7406
-  F: 570.346.0346
-  5146@kellyservices.com





1st Choice Staffing




-  www.1stchoicestaffingllp.com
-  8 West Broad Street, Suite 400,
Hazleton, PA 18201
-  570.501.3400
-  mbatista@1stchoicestaffing.org
-  Bilingual

Accurate Personnel LLC




-  www.accuratetemps.com
-  11 North Church Street,
Hazleton, PA 18201
-  570.861.1900
-  Bilingual

Action Personnel Services





-  www.actionpersonnelservices.com
-  416 Main Street,
Dickson City, PA 18519
-  570.383.0243
-  info@actionpersonnelservices.com

-  100 N. Wilkes-Barre Boulevard, Jewelcor
Building, 1st Fl., Wilkes-Barre, PA 18702
-  570.823.8836
-  info@actionpersonnelservices.com





Adecco

-  www.adeccousa.com
-  4211 Birney Avenue, Moosic, PA 18507
-  570.300.6006





Aerotek (Allegis Group)

-  www.aerotek.com
-  670 N. River Street, Suite 102,
Wilkes-Barre, PA 18705
-  570.235.2120
-  F: 570.235.2122

Custom Staffing Solutions

-  www.customstaffing.net
-  756 Sans Souci Parkway,
Hanover Township, PA 18706
-  570.235.6868
-  F: 570.235.6867

Dynamic Staffing

-  www.dynamic-staffing.net
-  4101 Birney Avenue,
Moosic, PA 18507
-  570.347.7341
-  F: 570.347.7344

ERG Staffing Service

-  www.ergstaffing.com
-  235 Main Street, Dickson City, PA 18519
-  570.483.4167
-  coordinatorscranton@ergstaffing.com

-  330 South Church Street, Hazleton, PA 18201
-  570.453.1001
-  managerhazleton@ergstaffing.com
-  Bilingual





-  204 Wilkes-Barre Township Boulevard,
Wilkes-Barre, PA 18702
-  570.234.3242
-  wb@ergstaffing.com

Express Employment Professionals





-  www.expresspros.com
-  135 West Market Street, Scranton, PA 18508
-  570.963.1000
-  jobs.scrantonpa@expresspros.com

-  275 Mundy Street, Suite 203,
Wilkes-Barre, PA 18702
-  570.208.7000
-  jobs.wilkesbarrepa@expresspros.com





First in Service Staffing Solutions

-  www.staffingemergencies.com
-  8 W. Broad Street, Suite 728,
Hazleton, PA 18201
-  800.248.8687
-  Bilingual






IMKO Workforce Solutions

 **www.imko.com**
 588 Susquehanna Boulevard, Suite 2,
 Hazleton, PA 18202
 570.599.6020
 Bilingual





Integrity Staffing Solutions

 **www.integritystaffing.com**
 741 Airport Road,
 Hazle Township, PA 18202
 570.497.8109
 Bilingual








Job Connection Services, Inc.




 **www.jobconnectionsolutions.com**
 1305 Pittston Avenue,
 Scranton, PA 18505
 570.343.3500
 F: 570.343.9768
 scranton@jobconnectionsolutions.com




Labor Ready

 **www.laborready.com**
 295B South Main Street,
 Wilkes-Barre, PA 18701
 570.825.6001
 1753-br@laborready.com







OneSource Staffing Solutions





 **www.onesourcehr.com**
 7541 Columbia Boulevard,
 Berwick, PA 18603
 570.759.0439
 F: 570.759.0545
 330 Main Street, Dickson City, PA 18519
 570.307.0344
 F: 570.307.0345

 100 Maplewood Drive,
 Hazle Township, PA 18202
 570.501.0802
 F: 570.501.0806




 1124 PA-315, Wilkes-Barre, PA 18702
 570.825.2105
 F: 570.825.7790




ProCure Personnel, Inc.

 **www.procurepersonnel.us**
 113 North Wyoming Street,
 Hazleton, PA 18201
 570.450.7400
 F: 570.450.7441
 procure@ptd.net
 Bilingual

 1325 North River Road, Suite 203,
 Plains, PA 18702
 570.821.5515
 F: 570.821.5517
 plains@procurepersonnel.com

Spherion Staffing







 **www.spherion.com**
 100 Wilkes-Barre Boulevard, Suite 214,
 Wilkes-Barre, PA 18702
 P: 570.283.0433

 582 Susquehanna Boulevard,
 Hazle Township, PA 18202
 570.455.9099
 Bilingual









Superior Recruiting Agency

 **www.superiorrecruitingagency.com**
 100 West Broad Street, Suite 112,
 Hazleton, PA 18201
 570.454.2300
 F: 570.454.2301
 info@superiorrecruitingagency.com
 Bilingual







TEAM Employer Solutions

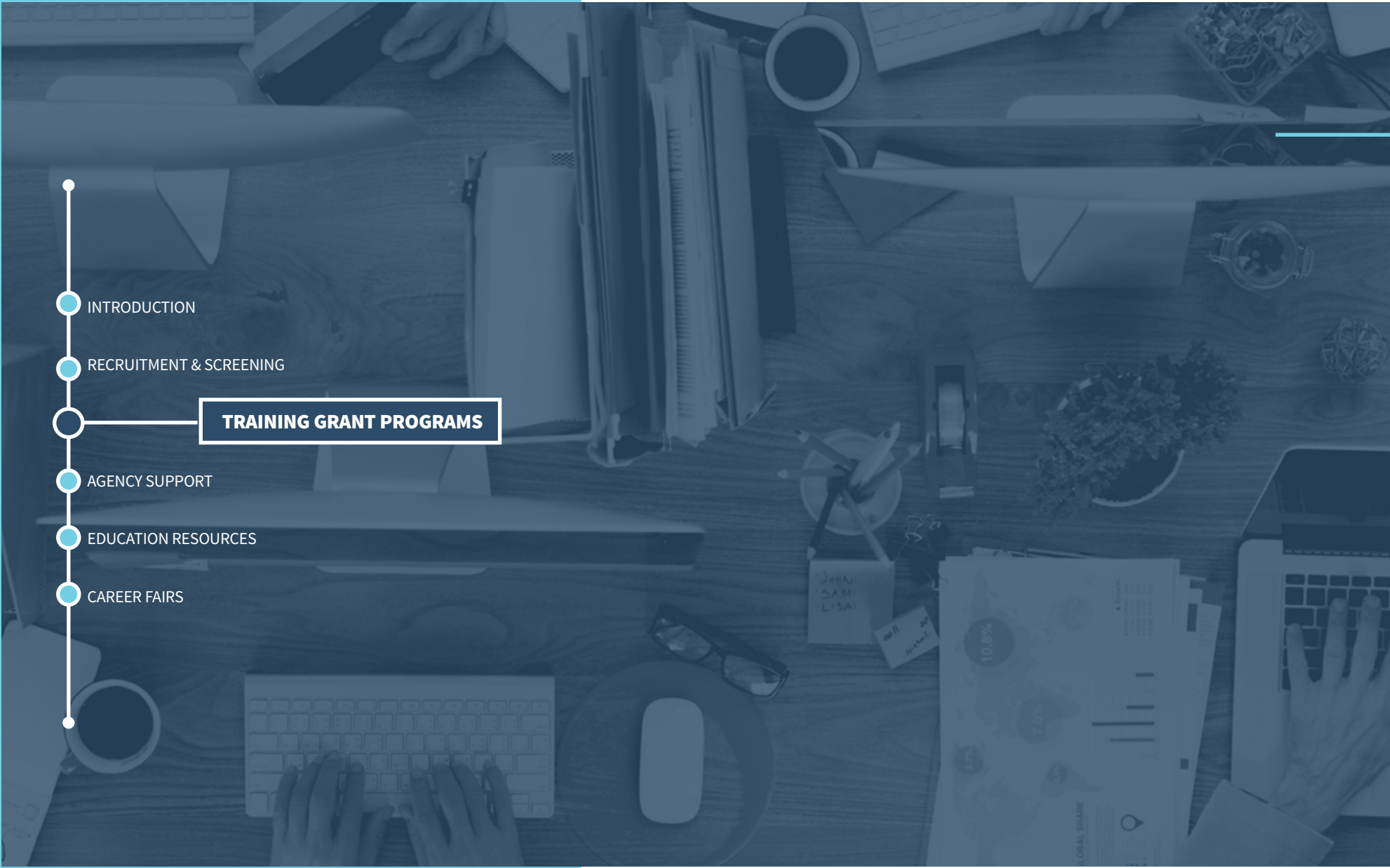
 **www.teamemployersolutions.com**
 20 Reynolds Street, Kingston, PA 18704
 570.714.595
 F: 570.714.5956
 hrrsupport@teamemployersolutions.com
 info@teamemployersolutions.com

Trinity Staffing, Inc.

 **www.trinitystaffserv.com**
 1107 Mill Street, Dunmore, PA 18510
 570.507.9681
 F: 570.507.9686
 55 West Juniper Street, Hazleton, PA 18201
 570.501.0772
 F: 570.455.1555
 Bilingual

Workforce Resources

 **www.workforceresourcestaffing.com**
 125 North Warren Street, Suite B,
 West Hazleton, PA 18202
 570.454.8810
 F: 570.454.8815
 workforceresources@verizon.net
 Bilingual



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Several grant programs are available to help businesses fund employee training. The two programs used most often are the Workforce and Economic Development Network of Pennsylvania and the Workforce Investment Act of 1998.

The Workforce and Economic Development Network of Pennsylvania (WEDnetPA) Program

www.wednetpa.com

The WEDnetPA Program is essential skills and advanced technology training for eligible employees of new and expanding businesses.




Trainees must be Pennsylvania residents, employed in Pennsylvania, be permanent full-time employees, and earn at least 150% of the current federal minimum wage. The program's essential skills training provides up to \$450 per trainee and \$75,000 per company. The advanced technology training provides up to \$850 per trainee and \$50,000 per company.

Companies interested in applying for funding should first contact the PA Department of Community & Economic Development's Governor's Action Team in Pittston at 570.963.4598. This office will assess the project and help determine what level of funding may be available. Companies will then be directed to fill out an online funding application at wednetpa.com in cooperation with one of the program's partner colleges.




There are numerous WEDnetPA partners throughout Northeastern Pennsylvania who serve as the local point of contact throughout the process—from helping complete the application to submitting invoices for training reimbursement. These partners can also serve as training providers. Luzerne County Community College is used most often by employers in the Scranton/Wilkes-Barre/Hazleton area.

WEDnetPA Partners in Northeastern Pennsylvania:




Luzerne County Community College

 Nanticoke, PA
 800.377.5222 x7663
 luzerne@wednetpa.com




Pennsylvania College of Technology

 Williamsport, PA
 570.327.4775 x3104
 pct@wednetpa.com

Bloomsburg University of Pennsylvania

 Bloomsburg, PA
 570.389.4004
 bloomu@wednetpa.com

East Stroudsburg University of Pennsylvania

 East Stroudsburg, PA
 570.422.7952
 esu@wednetpa.com

 **The Workforce Innovation and Opportunity Act of 2014 (WIOA)**
 **www.doleta.gov**

The Workforce Innovation and Opportunity Act (WIOA) is a federally-mandated program designed to provide employment and training services throughout the country. Pennsylvania has established a one-stop system of service delivery coordinated through the local CareerLink® offices.

WIOA reimburses employers for part of the cost of training. Eligible candidates for this program include private and public sector employers and employees. Any employer that trains program-eligible applicants can apply for reimbursement through the WIOA program.

There are five main groups of job seekers allowable for service under the Workforce Innovation and Opportunity Act.

1. **Adults (economically-disadvantaged individuals)**
2. **Dislocated Workers (loss of job due to company closing or downsizing)**
3. **Incumbent Workers (working, but not earning a self or family-sustaining wage)**
4. **In-school youth (age 16-21, usually enrolled in full-time school)**
5. **Out-of-school youth (age 17-24)**

WIOA provides funding for job search and placement assistance, skills assessment and evaluation, counseling, training services for individuals and companies, supportive services, and labor market information.

Companies can receive reimbursement for up to 50% of wages paid to eligible employees during training and up to actual costs of classroom training and related training support services. Reimbursement varies by local area.

Inquiries about funding availability should be directed to the nearest PA CareerLink® office. (See page 4.)

The PA CareerLink® Luzerne County stands ready to help you meet your workforce needs. From online job postings, to recruitment assistance and funding for training, the PA CareerLink® Luzerne County has a wide variety of services available to you at no cost to ensure your business succeeds!

Christine M. Jensen
 Administrator, PA CareerLink®

OTHER FUNDING PROGRAMS

Pennsylvania First Program www.newpa.com

The Pennsylvania First Program is a highly competitive funding tool used to enable increased investment and job creation within the Commonwealth. Funds from this program can be used to defray the costs of job training.

The program assists businesses, municipalities, and industrial development corporations that intend to create or retain a significant number of jobs and make a substantial investment within Pennsylvania. These businesses can receive support in the form of grants, loan and loan guarantees for job training, property acquisition, site preparation, land and building improvements, purchasing or upgrading machinery and equipment, infrastructure, environmental assessments, job training, and working capital.

The program requires participants to commit to operating at the approved project site for a minimum of seven years. Businesses aided by Pennsylvania First must create or retain at least 100 full-time positions or increase their full-time employment by 20% within the Commonwealth. Full-time employees must earn at least 150% of the federal minimum wage. Other requirements include offering a substantial economic impact for the region and, at the least, matching the Pennsylvania First assistance requested with private investment. Loan terms can be up to 15 years for real estate and infrastructure and up to 10 years for machinery and equipment. Interest rates will be set at the time of approval and will be based on the 10-year Treasury rate.

Companies interested in learning if they are eligible for funding should contact the PA Department of Community & Economic Development's Governor's Action Team in Pittston at **570.963.4598**.

Employment Incentive Payment (EIP)

This tax credit is available to private-for-profit employers. EIP is a three-year graduated tax credit for those employers who hire Pennsylvania residents receiving welfare cash assistance at any time during the 12 months preceding the first day of employment. An employer is also eligible if they hire a person who has completed or is completing rehabilitative services that have been approved through a state plan for vocational rehabilitation services or the U.S. Department of Veterans Affairs. For more details, contact the nearest PA CareerLink® office. (See page 4.)

Work Opportunity Tax Credit (WOTC) www.portal.state.pa.us/portal/server.pt/community/employment_tax_credits/10569

This tax savings program is an incentive for private-for-profit employers to hire employees with barriers to employment, including short-term welfare cash recipients, veterans on food stamps, ex-felons, high-risk youth, Supplemental Security Income recipients, and more. For more details, contact the nearest PA CareerLink® office. (See page 4.)








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Several agencies offer a variety of workforce development support to businesses in Northeastern Pennsylvania. Some of the more notable are listed below.






Pennsylvania Workforce Development Boards (WDBs)

Pennsylvania Workforce Development Boards are private, non-profit boards whose missions are to identify workforce challenges and provide strategic solutions. These boards of business people and community leaders are engaged in the promotion of workforce development, planning, and oversight of local training efforts under the auspices of the Federal Workforce Development Act (WDA). The Lackawanna County and Luzerne/Schuylkill Workforce Development Boards work closely together and with other neighboring WIBs to ensure continued economic growth at both a local level and throughout Northeastern Pennsylvania.

Lackawanna County Workforce Development Board





 wiblackawanna.org
 201 Lackawanna Ave., Suite 215, Scranton, PA 18503
 570.342.3649
 F: 570.346.7014
 vturano@wiblackawanna.org

Luzerne/Schuylkill Workforce Development Board

 www.lswib.org
 22 E. Union St., Suite 115, Wilkes-Barre, PA 18701
 570.822.1101
 F: 570.970.4050
 information@lswib.org




Northeast PA Manufacturers & Employers Association (MAEA) www.nepamaea.com

This private, non-profit, membership-based organization provides continuing education and training to employees, certification programs, workshops, and networking. MAEA also consults in human resources, process improvement, supply chain management, Information Technology, Safety, and Affirmative Action plans.

 250 One Norwegian Plaza, Pottsville, PA 17901
 570.622.0992
 F: 570.622.2776
 maea_info@nepamaea.com

Northeastern Pennsylvania Industrial Resource Center (NEPIRC) www.nepirc.com

This not-for-profit organization provides consulting services specifically to the manufacturers in Northern and Northeastern Pennsylvania. NEPIRC is headed by a board of regional manufacturing executives. NEPIRC assists clients with lean and continuous improvements, quality management systems, industry certification, innovation, sustainability, workforce development, and supply chain development.

 75 Young Street, Hanover Industrial Estates,
 Hanover Township, PA 18706
 570.819.8966
 info@nepirc.com



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Northeastern Pennsylvania has a reputation for excellence in education. There are 17 colleges and university campuses with more than 51,000 enrolled students within an hour's drive of the center of NEPA. This network of higher education provides an invaluable resource for employers and their employees, offering ample opportunity for co-ops, continuing education, customized job training, internships, and recruiting. Area colleges often work together to custom design the training programs needed by our employers. The area also has numerous private training schools and vocational/technical schools – that provide the opportunity for specialized training in a number of trades.

COLLEGES AND UNIVERSITIES IN THE IMMEDIATE SCRANTON/WILKES-BARRE/HAZLETON AREA

The Commonwealth Medical College (TCMC)

 www.tcmc.edu



TCMC has four campuses throughout Northeastern and North Central Pennsylvania, including Wilkes-Barre and Williamsport. The main campus is located in Scranton. Partnering with more than 25 hospitals and healthcare facilities throughout a 17 county region, the medical college offers a community-based model of medical education. TCMC offers a Doctor of Medicine (MD) Program and a Master of Biomedical Sciences (MBS) Program.

 525 Pine Street, Scranton, PA 18509
 570.504.7000
 F: 570.504.9660
 admissions@tcmc.edu



Johnson College

 www.johnson.edu

A private, two-year college, Johnson College offers 13 degree programs that focus on providing its students with technical skills. The 44-acre campus is located in Scranton in Lackawanna County and is accredited by the Accrediting Commissions of Career Schools and Colleges (ACCSC). Numerous academic programs are offered including Carpentry & Cabinetmaking Technology, Diesel Truck Technology, Distribution & Supply Logistics Technology, Electrical Construction & Maintenance Technology, HVAC Technology, and Logistics & Supply Chain Management.

 3427 N. Main Street, Scranton, PA 18508
 570.342.6404

Continuing Education Department

 continuinged@johnson.edu
 570.702.8979



Career Services



 570.702.8919




Keystone College

www.keystone.edu

Keystone College is a private educational institution located in La Plume, Pennsylvania and was the first higher educational institution established in the region. Keystone College offers many academic programs, including Business, Culinary Arts, Information Technology, Medical Technology, and Public Health.


 One College Green, La Plume, PA 18440

 570.945.8000


Adult & Online Learning

online@keystone.edu

 570.945.8416


Career Development Center

cdc@keystone.edu

 570.945.8312


King's College

www.kings.edu



King's College is a liberal arts Catholic college located in Downtown Wilkes-Barre. It was founded in 1946 by the Congregation of Holy Cross from the University of Notre Dame and offers many undergraduate and graduate programs including Computer Science, Accounting, and Human Resources Management. The Center for Lifelong Learning provides programs for adults on a part-time basis with day, evening, and accelerated weekend classes.


 133 North River St., Wilkes-Barre, PA 18711

 570.208.5900


Office of Career Planning

 570.208.5874


The Center for Lifelong Learning

 570.208.5865

clll@kings.edu



“
Luzerne County Community College is committed to just-in-time training to meet employer needs for incumbent worker training. We also offer great programs for those who are preparing to enter the workforce. Our curriculum is designed and updated with input from regional employers so our graduates possess the foundation skills and work readiness to quickly become productive for their employers.
 ”




Susan Spry

*Vice President of Workforce and
 Community Development, LCCC*

 **Lackawanna College**
 www.lackawanna.edu




Located in Scranton, Lackawanna College is a private, two-year college that began in 1894 as the Scranton Business College. This premier institution offers many degree and certificate programs designed in direct response to regional workforce demands. Lackawanna College has a long history of working with industry partners to create degree and continuing education programming that prepares individuals for family sustaining wages, while filling workforce gaps in high-demand occupations. As just one example, Lackawanna College recently created a School of Petroleum & Natural Gas and enjoys strong relationships with the national Natural Gas industry. Lackawanna College offers many options for students at all levels, including courses during the traditional Fall/Spring semesters, summer, intersession, online, hybrid, and accelerated degree programs.

 501 Vine St., Scranton, PA 18509
 570.961.7810

 **Office of Continuing Education**
 570.961.7815
 continuingeducation@lackawanna.edu

 **Luzerne County Community College**
 www.luzerne.edu

Luzerne County Community College's (LCCC) main campus is located in Nanticoke in Luzerne County. LCCC has 11 satellite campuses in NEPA and offers a vast array of quality liberal arts and technology programs. A public, two-year comprehensive college, LCCC is accredited by the Commission on Higher Education Middle States Association of Colleges and Schools. LCC offers more than 100 academic, technical, and career training programs. The Workforce and Community Development Division provides custom training programs – available on-campus or onsite – that assist businesses in keeping up-to-date within their fields. Additionally, the Center for Business Solutions and Customized Training assists local businesses with customized training for the employers, as well as preparing of grant applications and consultation.

 1333 S. Prospect St., Nanticoke, PA 18634
 570.740.0200
 coned@luzerne.edu

“

At Penn State Wilkes-Barre we partner with business & industry to help them develop their workforce and their competitive advantage by bringing all the resources of a world-class, Big Ten, research-oriented university right into the northeast corner of PA. Our training programs are taught by professors and instructors from Penn State as well as experts from private industry to provide a balance of current academic research with real-world professional work experience.

”




Jane Ashton

*Director of Continuing Education,
Penn State Wilkes-Barre*

 **Marywood University**
 www.marywood.edu



Founded in 1915, Marywood University was the first college for women in Northeastern Pennsylvania. Now, a co-educational university, the university offers a variety of undergraduate, graduate, and doctoral programs on a 115 acre campus in Scranton. Some of these programs include Health Services Administration, Information Technology, and Medical Sciences.




 2300 Adams Ave., Scranton, PA 18509
 570.348.6211

 **Career Services**
 570.348.6247
 careerservices@marywood.edu

 **Misericordia University**
 www.misericordia.edu

Misericordia University is a four-year, Catholic liberal arts university located on a 123-acre campus in Dallas, Pennsylvania, south of Wilkes-Barre. The university was founded by the Sisters of Mercy in 1924 and became Luzerne County's first four-year institution of higher learning. It has continued as a broad-based liberal arts and pre-professional studies education institution. Misericordia offers a variety of undergraduate, graduate, and certification programs, including Business Administration, Diagnostic Medical Sonography, Health Care Management, and Information Technology.

 301 Lake Street, Dallas, PA 18612
 570.674.6400

 **Insalaco Center for Career Development**
 570.674.6409
 iccareer@misericordia.edu

Pennsylvania State University

www.psu.edu

The Pennsylvania State University is a public, state-related research university with 24 campuses across Pennsylvania, including three in NEPA. Known as one of the nation's leaders in higher education, Penn State has been highly ranked by many well-known sources, including U.S. News & World Report, Kiplinger's Personal Finance, The Wall Street Journal, Academic Rankings of World Universities ("ARWU"), and National Science Foundation. Additionally, it has recently been ranked 33rd in the Times Higher Education World University Rankings. Penn State offers a multitude of degree and certificate programs including many that produce graduates with skills that are often in demand by NEPA employers.

Some of these programs include:


- Electrical and Computer Engineering Technology
- Industrial Engineering
- Plastics Engineering Technology
- Project and Supply Chain Management
- Food Science
- Agribusiness
- Supply Chain and Information Systems
- Master of Manufacturing Management

Penn State's Supply Chain Program is especially highly regarded. In fact, The Penn State Smeal College of Business has on several occasions been ranked No. 1 in graduate and undergraduate supply chain education by IT research and advisory firm Gartner. Penn State offers a wide variety of undergraduate and graduate degrees, certificate programs, open enrollment and corporate custom programs, and special focus programs that educate students about numerous areas of study necessary to support the Supply Chain Industry. Visit smeal.psu.edu to learn more.

Penn State Hazleton

 www.hn.psu.edu

 76 University Drive, Hazleton, PA 18202

 570.450.3000

Penn State Schuylkill

 www.sl.psu.edu

 200 University Drive, Schuylkill Haven, PA 17972


 570.385.6252

Penn State Wilkes-Barre

 www.wb.psu.edu

 Old Route 115, Lehman, PA 18627

 570.675.2171

 jua12@psu.edu

Penn State Worthington Scranton

 www.ws.psu.edu





 120 Ridge View Drive, Dunmore, PA 18512

 570.963.2500

 jrt16@psu.edu




Clarks Summit University **www.clarkssummitu.edu**

Summit University (formerly Baptist Bible College) was founded in 1932 in New York. The school relocated to Northeastern Pennsylvania in 1972. Located in Clarks Summit, the university provides undergraduate and graduate programs dedicated to ministry and other Christian careers. In addition to religiously-centered programs, Summit also offers undergraduate and graduate degrees in Biology, Business Administration, and Office Administration.

 538 Venard Road, Clarks Summit, PA 18411
 570.586.2400
 F: 570.585.9226
 info@summitu.edu






The University of Scranton **www.scranton.edu**

Founded in 1888, the University of Scranton is a private Catholic and Jesuit university located in Downtown Scranton. The university has received attention from numerous publications, and for 21 consecutive years, starting in 1994, was ranked within the top 10 schools in U.S. News & World Report's Best Master's Universities – North. The undergraduate and graduate programs offered by the university include Business Administration, Chemistry, Computer Engineering, Electrical Engineering, and Operations Management. There are also a number of graduate certificates that can be obtained, including Enterprise Resource Planning and SAP Certificates.

 800 Linden Street, Scranton, PA 18510
 570.941.7400
 cgce@scranton.edu

Wilkes University **www.wilkes.edu**

Wilkes University is a small – less than 2,500 undergraduate students - non-denominational private university located in Downtown Wilkes-Barre. The University offers more than 40 professional liberal arts majors and certificates, including Biochemistry, Computer Information Systems, Energy Studies, Electrical Engineering, Medical Laboratory Science, and Sustainability Management. Wilkes has been ranked 25th in the nation for economic value by The Economist.



 84 W. South St., Wilkes-Barre, PA 18701
 570.408.5000
 **Career Services**
 570.408.4060
 careers@wilkes.edu

OTHER COLLEGES AND UNIVERSITIES SERVING NORTHEASTERN PENNSYLVANIA



Bloomsburg University

 www.bloomu.edu

Located on 280 acres in Columbia County – about one mile south of Interstate 80 – Bloomsburg University is one of the public universities within the Pennsylvania State System of Higher Education. Aside from the graduate and undergraduate programs offered, the University also has a Corporate Workforce Training program which can assist companies in assessing the workforce and improving their processes through customized training and consulting.

 400 E. Second Street, Bloomsburg, PA 17515
 570.389.4000



Corporate & Continuing Education

 570.389.4420
 president@bloom.edu



Northampton Community College – Monroe County Campus

 www.northampton.edu/monroe-campus.htm

Northampton Community College has its main campus in Bethlehem Township, but has a branch campus in Tannersville, Monroe County. The branch campus offers a variety of degree and certificate programs, including Business Administration, Computer Information Technology, and Truck Driver (CDL) Training.

 2411 PA-715, Tannersville, PA 18372
 570.620.9221



Career Training & Professional Education

 570.369.1881
 admininfo@northampton.edu




East Stroudsburg University

 www.esu.edu

Located in Monroe County, East Stroudsburg University is one of 14 public universities within the Pennsylvania State System of Higher Education. The university has comprehensive undergraduate and graduate programs. Additionally, the school has a Research and Economic Development (RED) division which works in collaboration with students, faculty, and business partners to provide access to grants, workforce development, and entrepreneurial opportunities.

 200 Prospect Street, East Stroudsburg, PA 18301
 P: 570.422.3211

ESU Innovation Center

 570.422.7920
 F: 570.422.7951
 president@esu.edu



Pennsylvania College of Technology

www.pct.edu

An affiliate of The Pennsylvania State University, Pennsylvania College of Technology focuses on applied technology education. Located in Williamsport, Pennsylvania, Penn College administers the state's largest worker training program through its Workforce Development and Continuing Education division. Some of the degrees offered include Automated Manufacturing & Machining, Plastics & Polymer Engineering Technology, Diesel Technology, Culinary Arts, and Welding & Fabrication Technology.



1 College Avenue, Williamsport, PA 17701



570.326.3761



F: 570.321.5551

PRIVATE TRAINING SCHOOLS



New Horizons Computer Learning Centers

www.nhnepa.com

New Horizons Computer Learning Centers is conveniently located in Jenkins Township in Luzerne County. New Horizons offers innovative training programs to assist companies and their employees. The school offers a variety of courses and certifications, including Business Analysis, Project Management, Six Sigma Training, and Microsoft Technical Training, as well as career training programs such as IT Systems Administrator and Healthcare Information. In addition to classes held on campus, New Horizons also provides onsite training at your facility. The school also offers customizable training and other standard training options.



145 CenterPoint Boulevard,
CenterPoint Commerce & Trade Park,
Jenkins Township, PA 18640



570.270.2700



sales.wilkesbarre@newhorizons.com



Northeastern Pennsylvania's people have a culture based upon family values, hard work, and a willingness to learn, grow, and re-invent themselves. New Horizons Computer Learning Centers is the local leader in Computer/IT, Microsoft Office, Graphics, and Business Skills training. Our nationally certified training validates our students' job-readiness skills. Employers find that our certifications are extremely helpful and lead to many very successful hiring decisions.

Shawn Mera

Owner/General Manager, New Horizons Computer Learning Center WB/Scranton, Allentown, & Reading, PA





A leading post-secondary network of institutions, FORTIS provides its students with reliable learning and training. FORTIS offers career-based training, diploma, and degree-granting programs at more than 40 schools in 15 states. These campuses, like the ones located in Forty Fort and Scranton, offer programs in a number of trades, including CDL Driving, ECG/Phlebotomy/Lab Assistant, HVAC, and more. Additionally, Fortis offers Continuing Education Courses such as 12 Lead EKG Course, American Heart Association Basic Life Support for Healthcare Providers (BLS), and Phlebotomy Certification.



 166 Slocum Street, Forty Fort, PA, 18704
 570.288.8400



 517 Ash Street, Scranton, PA 1850
 570.558.1818





McCann offers a long history of post-secondary education. With multiple locations in Pennsylvania, including Wilkes-Barre, Dickson City, and Hazleton, McCann provides its students with more than 35 program options across eight unique industries. These include technology, medical, and other skilled trades such as electrical systems and HVAC technologies. McCann also has a CDL Class A tractor-trailer program at its Wilkes-Barre campus.

 264 Highland Park Boulevard,
Wilkes-Barre, PA 18702
 570.291.6021

 1147 North Fourth Street,
Sunbury, PA 17801
 570.497.8014

 2227 Scranton Carbondale Highway,
Dickson City, PA 18519
 570.415.3084

 370 Maplewood Drive,
Humboldt industrial Park,
Hazleton, PA 18202
 570.497.8173

HIGH SCHOOL VOCATIONAL PROGRAMS




Public school districts within Luzerne and Lackawanna Counties provide high school students and adult learners with comprehensive career and technical training at four area Career and Technology Centers: The Career Technology Center of Lackawanna County, Hazleton Area Career Center, West Side Career Technology Center, and the Wilkes-Barre Area Career and Technical Center.



Career Technology Center of Lackawanna County

www.ctclc.edu

The Career Technology Center of Lackawanna County (CTCLC) provides instruction in 17 career areas to students in the following school districts: Carbondale, Dunmore, Forest City Regional, Lakeland, Mid Valley, North Pocono, Scranton, and Valley View. Its Cooperative Education program allows academically-sound students to explore an actual work experience in their selected field of study while an Advanced Standing option affords students the opportunity to continue their education at a post-secondary institution with advanced standing and direct admission.



 3201 Rockwell Ave., Scranton, PA 18508
 570.346.8471
 F: 570.342.4251



Hazleton Area Career Center



www.hasdk12.org

Hazleton Area Career Center (HACC) is a full-time career and technical center located in Luzerne County, PA. HACC offers 17 approved programs of study for students attending the Hazleton Area School District as well as “Career Pathway Programs” featuring cooperative education, supervised on the job training, income for their experience, and National Industry Certification upon course completion.

 Hazleton Area High School
 1451 W. 23rd St., Hazle Township, PA 18202
 570.459.3111




 **West Side Career & Technology Center**
 www.wsctc.net

West Side Career and Technology Center (West Side CTC) is a full-time Career and Technology Center located in Luzerne County. It offers programs that represent business and technology, skilled trades, and courses offering an advanced start to post-secondary training. West Side CTC also has 15 career and technology programs and a co-operative education program that offers students an opportunity to gain real work experience while still in high school.

 75 Evans St., Kingston, PA 18704
 570.288.8493
 F: 570.288.3126

 **Wilkes-Barre Area Career and Technical Center**
 www.wbactc.org

Wilkes-Barre Area Career and Technical Center (WBACTC) is a part-time career and technical center, just north of Wilkes-Barre. It serves students from 10th through 12th grade and provides academic and technical education for students from five school districts. Twenty-five programs of study are offered. WBACTC provides career and technical programs to students on a half-day basis.

 350 Jumper Rd., Plains Township, PA 18705
 570.822.4131
 F: 570.823.4304

“The obvious benefits of doing business in Northeast PA such as location, access to markets and cost of doing business, almost pale in comparison to the quality of the workforce. The true strength of Northeast PA’s workforce is its ability to supply talent to almost any work environment. That, combined with a world class work ethic, provides incredible stability in an ever evolving and competitive economy.”

Tom Ruskey
Regional Director, Manpower



Several well attended job fairs are held from March through June at locations throughout Northeastern Pennsylvania. There is no cost for job seekers to attend these fairs. Employers are encouraged to contact the following event organizers early in the year in order to reserve booth space.

 **The Greater Scranton Chamber of Commerce**
 scrantonchamber.com
 570.342.7711

 **The Hazleton Area Chamber of Commerce**
 hazletonchamber.org
 570.455.1509

“The very diverse workforce in Northeastern Pennsylvania has been a contributing factor to the success Kelly Services has experienced since opening our local office in 1962. Through the talented and skilled individuals Kelly employs, we are able to provide quality workforce solutions that meet our customers’ staffing needs in the areas of professional, technical, education, office administration, and light industrial.”

Michelle Nichols
Senior District Manager, Kelly Services
