

**Employment Development Department**



**California's Internet system for linking employer job listings and job seeker résumés.**

**Fill JOBS FAST**

**With**

**CalJOBS<sup>SM</sup>**

# What is CalJOBS<sup>SM</sup>?

**CalJOBS<sup>SM</sup> is the Employment Development Department's (EDD) internet-based job resume listing labor exchange system that increases the public's access to employment services.**

**JOBcentral**

**monster**  
Your calling is calling™

**CalJOBS**  
www.caljobs.ca.gov

**careerbuilder.com**

**craigslist**

**YAHOO! hotjobs**



# ***Great Reasons to try CalJOBS<sup>SM</sup>!***

**Top Career Sites used by Employers:**

Come with a \$\$\$ PRICE TAG...

# Fees



Duration	Resume Views	Price
2 Weeks	50 per day	\$600
1 Month	50 per day	\$1,000
3 Months	50 per day	\$2,700



Duration	Resume Views	Price
1 Year	Unlimited	\$15,000



Duration	Resume Views	Price
2 Weeks	400	\$845 (\$645)
1 Month	1500	\$1430
3 Months	5500	\$3900



Duration	Resume Views	Price
2 Weeks	Unlimited	\$0
1 Month	Unlimited	\$0
3 Months	Unlimited	\$0

## Price per Ad Comparison:

Craigslist: \$25

Monster: \$475

Career Builder: \$359

CalJOBS: \$ 0

Job Central: \$15,000

## Special features of CalJOBS<sup>SM</sup> Include:

- ***No Fees*** - There are no fees for either employers or job seekers to use this service.
- ***Wide Variety of Job Listings & Job Seekers*** - CalJOBS<sup>SM</sup> provides a variety of job openings located throughout the state and features the largest database of job seekers in California.

# WORKFORCE SERVICES STATISTICS

Data Archives

For July 1,2009 through June 30,2010:

Current Data

**Total Active Employers in CalJOBS<sup>SM</sup>:**

**23,552**

**Total Active Job Seekers in CalJOBS<sup>SM</sup>:**

**2,078,277**

**Total Resumes in CalJOBS<sup>SM</sup>:**

**13,511,521**

<b>Total Accesses in CalJOBS<sup>SM</sup></b>	<b>13,511,521</b>
<b>Employer Registrations</b>	<b>6,215</b>
<b>Total Job Openings</b>	<b>563,080</b>
<b>Job Seeker Registrations</b>	<b>800,544</b>

## Special feature of CalJOBS<sup>SM</sup> (continued)...

- ***Easy Access*** - CalJOBS<sup>SM</sup> is available to employers and job seekers seven days a week, 24 hours a day. It can be used at the office, at home, or from any location with internet access. Virtually any personal computer with internet connectivity can be used to access CalJOBS<sup>SM</sup> without any additional hardware or software.

# Benefits for Employers

- **Employers can review job seeker resumes and locate qualified applicants, then contact them directly to set up interviews.**
- **Job listings can be placed, modified, or closed at anytime, day or night via the Internet, with or without EDD assistance.**

- **Employer without Internet access can still be served by CalJOBS<sup>SM</sup>!**
- **An EDD Customer Service Representative can take job listings by telephone or fax and can assist employers in locating qualified applicants.**

# SAN DIEGO COUNTY EMPLOYERS! WELCOME TO BUSINESS SERVICES

Date \_\_\_\_\_

Number of Pages Including Cover Sheet \_\_\_\_\_

<b>FROM:</b>	<b>TO: FATIMA HASSAN, VWS/EDD</b>
<b>PHONE:</b>	<b>COMPANY: SOUTH COUNTY CAREER CENTER</b>
<b>FAX:</b>	<b>FAX: 619 424-2218</b>

The South County Business Services Team can help YOU fill your job openings via the Internet, 24 hours a day, 7 days a week, as well as assist with your customized recruitment.

Use the Employment Development Department's (EDD) CalJOBS<sup>SM</sup> web site to list job openings and search for qualified applicants! Your job listing will be seen by all job seekers that access CalJOBS<sup>SM</sup>

## FOUR WAYS TO PLACE YOUR JOB LISTING

- **INTERNET DIRECT:** [www.caljobs.ca.gov](http://www.caljobs.ca.gov) to enroll
- **FAX CalJOBS<sup>SM</sup> Form:** complete and fax the enclosed form to [\(619-424-2218\)](tel:619-424-2218)
- **CALL BUSINESS SERVICES** for personal Customer Service at [\(619-628-0341\)](tel:619-628-0341)  
Monday-Friday, 8 a.m. - 5 p.m.
- **E-MAIL** your listing to [fhassan@edd.ca.gov](mailto:fhassan@edd.ca.gov) as an attachment or text and we will post it in CalJOBS<sup>SM</sup> for you.

## RECRUITMENT ASSISTANCE

- **DISTRIBUTION OF JOB ANNOUNCEMENTS** to Job Seekers throughout the San Diego Career Center Network.
- **APPLICANT SEARCH** using CalJOBS<sup>SM</sup> database.
- **ASSISTANCE WITH CUSTOMIZED RECRUITMENTS** at [\(South County Career Center\)](#)

# CaIJOBS<sup>SM</sup> FAX

Phone (619) 628- 0341

Fax (619) 424-2218

Office USE: \_\_\_\_\_

CA Employer Tax ID# \_\_\_\_\_ Federal Employer Tax ID# \_\_\_\_\_

Company name: \_\_\_\_\_

If a subsidiary (DBA), parent Co. is: \_\_\_\_\_

Address: \_\_\_\_\_

City \_\_\_\_\_ Zip code \_\_\_\_\_ Are you a federal contractor? \_\_\_\_\_

E-mail address: \_\_\_\_\_ WEB address: \_\_\_\_\_

Contact Name \_\_\_\_\_ Phone #/ \_\_\_\_\_

Job site (city): \_\_\_\_\_ Zip \_\_\_\_\_ Fax # \_\_\_\_\_

Vacancy Title: \_\_\_\_\_ # of Openings: \_\_\_\_\_

Experience Required: \_\_\_\_\_ Yrs / Mo Start Date: \_\_\_\_\_

Min. Wage: \_\_\_\_\_ / \_\_\_\_\_ Max. Wage: \_\_\_\_\_ / \_\_\_\_\_ # of Hrs/Wk: \_\_\_\_\_

Permanent OR if temp: # days duration \_\_\_\_\_ Shift:  Day  Evening  Graveyard

Typing (wpm) \_\_\_\_\_ CDL needed:  A (semi-trailer)  B (bus)  C (auto)

Education Level: \_\_\_\_\_ Endorsements: \_\_\_\_\_

<b>How to apply:</b> Please X all that apply	<input type="checkbox"/> apply in person <input type="checkbox"/> applicant call for appt <input type="checkbox"/> fax résumé <input type="checkbox"/> mail résumé
	<input type="checkbox"/> e-mail résumé: _____
	<input type="checkbox"/> online at company's WEB site: <u>http://</u> _____
	<input type="checkbox"/> YES, I want CalJOBS online notification of résumés matching this listing

**Job Duties:** *(Please attach additional sheets if more space is needed.):* \_\_\_\_\_

**Job related skills:** *(knowledge and abilities, education, training, tools and licenses required):* \_\_\_\_\_

**Special Information:** *(medical/pension plan, unusual working conditions, other relevant info.):* \_\_\_\_\_

### Employer Authorization

To comply with the Information Practices, please read this statement: "In submitting this job listing, I agree to hold the State of California and the Employment Development Department harmless for any use of CalJOBS information for reasons other than the stated purpose." Please note: The EDD does not verify applicant-supplied information.

- I agree to have my job order placed in the public system. Please circle one of the two options: (a) I understand that this will give job seekers my company name, address, phone number and referral instructions so that they may refer themselves to this/these job opening(s) directly in the manner I specify. / Or (b) include only the company's pertinent information per "How to apply" instructions.
- I agree to have my job order placed in the confidential system. I do not want my company information displayed. I wish to have EDD Job Service staff prescreen and refer the individual job seekers.

# Types of Job Listings Posted on CalJOBS<sup>SM</sup>:

Employers can post available jobs directly into CalJOBS<sup>SM</sup> on the Internet or have EDD list their jobs for them.

1. **Unsuppressed**\* - A job listing may display all the necessary information about the employer and the job opening.

\* Employers can conduct their own screening and candidate selection once an unsuppressed job listing is posted.

**2. Suppressed Job Listing\*** - A job listing that does not display information that would identify the employer by:

- Business name
- Address
- Telephone number
- Contact person

\* Job Seekers who apply must first contact EDD or Partner staff to have their qualifications reviewed prior to obtaining a referral to the employer.

# How to Access CalJOBS<sup>SM</sup>

Register with CalJOBS<sup>SM</sup> at: [www.caljobs.ca.gov](http://www.caljobs.ca.gov)  
or contact...

Ms. Fatima Hassan, Veterans Workforce Specialist

Tel: (619) 628-0341

E-mail: [fatima.hassan@edd.ca.gov](mailto:fatima.hassan@edd.ca.gov)

CalJOBS<sup>SM</sup> Customer Support Desk

Toll free at: (800) 758-0398

Monday through Friday 8am to 5pm

- **An EDD Employer Account Number is needed to register with CalJOBS<sup>SM</sup>.**
- **State Employer Account Number  
CA Tax ID Tel: (916) 654-8706**
- **Immediately used after registration and the receipt of a Personal Identification Number (PIN) and password.**
- **Available 24/7 via the Internet.**

**Questions?**

**Thank you very much!**

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