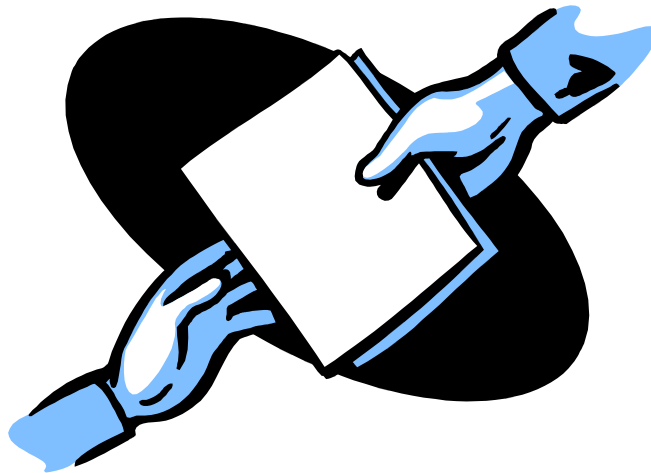


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# Job Shop

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A GUIDE TO FREE JOB ASSISTANCE AND TRAINING  
PROGRAMS AND OTHER HELPFUL EMPLOYMENT  
INFORMATION



**404-614-1000**

United Way of  
Metropolitan Atlanta



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## **JOB INFORMATION**

<b>Agency</b>	<b>Job Banks</b>	<b>Job Search /Placement</b>	<b>Job Readiness</b>	<b>Interview / Resume Training</b>	<b>Contact Information</b>	<b>Hours</b>
Atlanta Center for Self Sufficiency	X				302 Decatur St.ATL. (404)572-9000	7:00 am to 11:30 am, 1:00 pm to 4:00 pm MON - FRI
Atlanta Urban League	X	X			100 Edgewood Ave. Ste. 600 (404)659-1150	8:00 am to 5:00 pm MON - FRI
Atlanta Workforce Development	X	X	X		818 Pollard Blvd., SW ATL. (404)658-9675	8:30 am to 5 pm MON – FRI; job fair: 9 am to noon every TUE
Bobby Dodd Institute	X	X	X		2120 Marietta Blvd. Atlanta 30318 (678)365-0071	8 am to 4:30 pm MON – FRI; males and females 16 years of age and above with mental or physical disabilities
Buckhead Christian Ministry	X				2847 Piedmont Rd., NE ATL. (404)239-0038	10 am to 3:30 pm MON TUE FRI; 11 pm to 3:30 pm WED
Cobb Works! Work Force Development Center	X	X	X	X	463 Commerce Park Dr. Ste. 100 Marietta (770)528-4300	8:00 am to 5:00 pm MON – FRI;
DeKalb Workforce Center	X	X	X	X	320 Church St. Decatur (404)687-3400	8:00 am to 6:30 pm MON - THU 8:00 am to 5:00 pm FRI
Duluth Cooperative Ministry	X				3395 Fox St. Bldg. 101 (770)623-9563	10:00 am to 2:00 pm MON, WED, FRI
Dunwoody Baptist Church	X				(770)280-1240	9:30 am to 11:30 am MON WED FRI
Fulton Atlanta Community Action		X		X	1690 Chantilly Dr., NE ATL. (404)320-0166	10 am to 3 pm MON WED from the 1st of the month to the 20th

## **JOB INFORMATION**

<b>Agency</b>	<b>Job Banks</b>	<b>Job Search /Placement</b>	<b>Job Readiness</b>	<b>Interview / Resume Training</b>	<b>Contact Information</b>	<b>Hours</b>
Fulton County Department of Human Services-office of Aging	X	X	X	X	115 Martin Luther King Jr., Dr. Ste. 300 (404)730-4751 (770)306-5202 South Fulton	This is a comprehensive job assistance center hours vary; call for details
Goodwill Industries of North Georgia	X	X	X	X	(404)728-8600 Decatur	Hours vary, call for details
Latin American Association	X	X		X	2750 Buford Hwy. (404)638-1800	hours vary; call for details
Must Smyrna	X				460 Pat Mell Rd. Smyrna, (770)436-9514	10 am to 1 pm MON – FRI
Peer Project		X	X		4684 A Roswell Rd. Sandy Springs (404)847-9927	9 am to 5 pm MON TUE THU FRI
Real Life	X			X	382 Senoia Rd. Tyrone (770)631-9334	9 am to noon MON - THU; 5 pm to 7 pm THU by appointment only
Southwest Ecumenical Emergency Assistance Center		X			1040 Ralph David Abernathy Blvd. ATL. (404)756-1699	9 am to 1:30 pm MON THU
Spectrum Technical Institute	X	X	X		2692 Harris St. Ste. 101 ATL. (404)209-0571	9 am to 5 pm MON – FRI
Women's Employment Opportunity Project, Inc.				X	213 Georgia Ave., SE Ste. 206, ATL (404) 681-2497	9:30 am to 5:00 pm MON - WED
Worktec				X	221 Stockbridge Rd. (770)473-2840	8 am to 5 pm MON – FRI

# Job Information

## Georgia Department of Labor

### DOCUMENTS:

Picture ID/driver license, social security card,  
must provide DD 214 for veteran's services

**Atlanta** - 148 Andrew Young International Blvd., NE Atlanta, GA 30303 (877)709-8185  
**SERVICE HOURS:** 8:00 am to 4:30 pm MON – FRI; 16 to 24 years of age for Job Corps program.

**Atlanta** - 2636-14 M.L. King Jr., Dr. Atlanta, GA 30311 (404)699-6900  
**SERVICE HOURS:** 8:00 am to 4:30 pm MON - FRI

**Atlanta** - 2943 N. Druid Hills Rd. Atlanta, GA 30329 (404)679-5200  
**SERVICE HOURS:** 8:00 am to 4:30 pm MON - FRI

**Jonesboro** - 2450 Mt. Zion Pkwy. Ste. 100 Jonesboro, GA 30236 (678)479-5886  
**SERVICE HOURS:** 8:00 am to 4:30 pm MON - FRI

**Marietta** - 465 Big Shanty Rd. Marietta, GA 30066 (770)528-6100  
**SERVICE HOURS:** 8:00 am to 4:30 pm MON – FRI

**Decatur** - 3879 Covington Hwy. Decatur, GA 30032 (404)298-3970  
**SERVICE HOURS:** 8:00 am to 4:30 pm MON - FRI

**Norcross** - 2211 Beaver Ruin Rd. Ste. 160 Norcross, GA 30071; (770)840-2200  
**SERVICE HOURS:** 8:00 am to 4:30 pm MON - FRI; 16 to 24 years of age for Job Corps program.

# SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAMS

**AgeWise Connection - Atlanta Regional Commission –**

**(404)463-3333**

**SERVICE HOURS:** 8:00 am to 5:00 pm MON – FRI; **ELIGIBILITY:** low-income seniors 55 years of age and above

**American Association of Retired Persons /AARP -** 1718 Peachtree St., NW Ste. 991S Atlanta, GA 30309

**SERVICE HOURS:** 8:00 am to 4:00 pm MON - FRI

**(404)892-4446**

**ELIGIBILITY:** low-income; seniors 55 years of age and above who need training and job placement

**AREA SERVED:** Cobb, Douglas, Fayette, Fulton

**Atlanta Urban League -** 100 Edgewood Ave., NE Ste. 600 Atlanta, GA 30303

**SERVICE HOURS:** 8:30 am to 5:00 pm MON – FRI; **DOCUMENTS:** Picture ID/driver license, social security card

**(404)659-1150**

**Georgia Department of Labor -** 148 Andrew Young International Blvd., NE Atlanta, GA 30303

**SERVICE HOURS:** 8:00 am to 4:30 pm MON – FRI

**(877)709-8185**

**Georgia Department of Labor -** 2943 N.Druid Hills Rd. Atlanta, GA 30329 → **(404)679-5200**

**SERVICE HOURS:** 8:00 am to 6:30 pm MON - THU; 8:00 am to 4:30 pm FRI; 9:00 am to noon SAT

**Gwinnett County Senior Services -** 2755 Sawnee Ave. Buford, GA 30518

**(770)614-2527**

**SERVICE HOURS:** 8:00 am to 4:30 pm MON – FRI; **ELIGIBILITY:** seniors 60 years of age and above; job training: 55 years of age and above; **AREA SERVED:** Gwinnett

**Gwinnett County Senior Services -** 5030 Georgia Belle Ct. Ste. 1066 Norcross, GA 30093

**SERVICE HOURS:** 8:00 am to 4:30 pm MON – FRI; **ELIGIBILITY:** seniors 60 years of age and above; job training: 55 years of age and above; **AREA SERVED:** Gwinnett

**(770)638-5683**

**Jewish Family and Career Services -** 4549 Chamblee-Dunwoody Rd. Dunwoody, GA 30338

**SERVICE HOURS:** 9:00 am to 5:00 pm MON - FRI

**(770)677-9300**

# WORK CLOTHING

**A SPECIAL BOUTIQUE, INC.** – 1540 Hwy. 138 Conyers, GA 30013 **(404) 547-6950**

**Hours:** 10:00 am to 2:00 pm MON - THU; **Eligibility:** low income, homeless men, women and children;  
**Area Served:** DeKalb, Newton, and Rockdale

**ACTION MISSION MINISTRIES** - 18 William Holmes Borders Dr., NE, Atlanta **(404) 659-4328**; **Hours:**  
1:00 pm to 3:00 pm MON WED; **Eligibility:** written referral from a social service agency or church request;  
**Area Served:** zip codes 30303, 30306, 30307, 30308, 30312, 30315

**ATLANTA CENTER FOR SELF SUFFICIENCY** – 302 Decatur St., Atlanta, GA 30312;  
**(404) 572 – 9000 Hours:** 7:00 am to 11:30 am, 1:00 pm to 4:00 pm MON – FRI; **Eligibility:** homeless  
individuals; **Area Served:** Metro Atlanta Counties

**BEULAH MISSIONARY BAPTIST CHURCH** – 167 Griffin St., NW Atlanta, GA 30314 **(404) 688-2296**  
**Hours:** 10:30 am to 1:00 pm WED; **Eligibility:** no restrictions; **Area Served:** Cobb, DeKalb, Douglas,  
Fulton

**CHRISTIAN AID MISSION PARTNERSHIP / CAMP** – 6289 Veterans Memorial Hwy. #12-A Bldg. 12  
**(770) 819-0662 Hours:** 9:00 am to 2:00 pm MON – FRI; **Eligibility:** low-income, residents of service area  
only; **Area Served:** Cities of Austell, Clarkdale, Lithia Springs, Mableton, Powder Springs

**CHRISTINA'S CLOSET** – 210 Paulding Ln. Dallas, GA 30132 **(770) 445-9201 Hours:** by appointment only;  
**Eligibility:** women who are actively seeking employment, newly hired or currently have an interview  
scheduled; **Area Served:** Bartow, Carroll, Cherokee, Cobb, Douglas, Paulding

**DRESS FOR SUCCESS ATLANTA** - 67 Peachtree Park Dr. Ste. 101 Atlanta, GA 30309 **(404)589-1177**  
**Hours:** 8:45 am to 2:45 pm TUE – FRI; **Eligibility:** *agency requires a written referral from one of their  
partner organizations; call agency for more details.* **Area Served:** Metro Atlanta Counties

**KAMILEON'S KLOSET, INC.** – Atlanta, GA 30349 **(404) 788-9923 Hours:** 9:30 am to 4:30 pm MON –  
THU; **Eligibility:** low income individuals; **Area Served:** Metro Atlanta Counties

**MUST CHEROKEE** - 141-B W. Marietta St., Canton, GA 30114 **(770)479-5397 Hours:** 10:00 am to 2:00  
pm MON – FRI; **Eligibility:** residents of service area only **Area Served:** Cherokee

**PLACE OF ENLIGHTENMENT-** 2720 Centerville Hwy., Snellville **(770) 982-8221**; **Hours:** 10:00 am to  
1:00 pm MON; 9:00 am to 1:00 pm WED FRI; 4:00 pm to 6:00 pm TUE; 9:00 am to noon SAT; **Area  
Served:** Gwinnett

**REAL LIFE CENTER** - 382 Senoia Rd. Tyrone, GA 30290 **(770)631-9334 Hours:** 9:00 am to noon MON -  
THU; 5:00 pm to 7:00 pm TUE THU by appointment; **Area Served:** Fayette

**SIGNS & WONDERS, INC.** - 120 S. Perry St., Lawrenceville (770) 962-0470; **Hours:** call for appointment:  
9:00 am to 1:00 pm MON – FRI; **Area Served:** Gwinnett

**SPIRIT OF SUCCESS CAREER CLOTHING CONNECTION** – 2000 Powers Ferry Rd. Ste. 2-3 Marietta, GA  
30067 **(770)956-0711**; **Hours:** 10:00 am to 2:00 pm WED FRI; **Eligibility:** economically challenged  
women; **Area Served:** Metro Atlanta Counties

**WAREHOUSE OF HOPE** - 100 Hunter Rd., Douglasville, GA 30134 **(770)489-0509**

**Hours:** 9:00 am to 2:00 pm TUE WED; **Eligibility:** no restrictions; **Area Served:** Carroll, Cobb, Douglas, Paulding

# Technical College System of Georgia

1800 Century Pl. Ste. 400 Atlanta, GA 30345-4304

**(404)225-4601**  
**(800) 946-9433**

**DESCRIPTION:**

This agency contributes to the economic, educational, and community development of Georgia by providing quality technical education, adult literacy education, continuing education and customized business and industry workforce training to the citizens of Georgia.

**SERVICE HOURS:** varies by location, call for details

**ELIGIBILITY:**

16 years of age and above, high school diploma or GED needed for all associate programs

**INTAKE PROCEDURE:** telephone, walk-in

**DOCUMENTS:** Picture ID/driver license

**FEES:** vary by program

**Services in this Service Group/Program:**

Community Colleges  
English as a Second Language  
GED Instruction  
GED Test Sites  
Professional Continuing Education  
Technical/Trade Schools  
WIA Programs

**AREA SERVED:** Butts, Cherokee, Clayton, Cobb, Coweta, DeKalb, Douglas, Fayette, Fulton, Gwinnett, Henry, Paulding, Rockdal



**Georgia Department of Labor  
Employment Standards Administration  
Wage and Hour Division - Atlanta District**

*61 Forsyth St., Sw Room 7m10 Atlanta, GA 30303*

**(877)889-5627 TTY  
(866)487-9243**

**DESCRIPTION:**

The Wage and Hour Division (WHD) is a division that enforce the laws which establish a minimum hourly pay rate for employees, conditions for overtime pay and a maximum work week of 40 hours.

**SERVICE HOURS:**

8:00 am to 5:00 pm MON - FRI

**ELIGIBILITY:**

No restrictions

**INTAKE PROCEDURE:**

Telephone, walk-in, appointment, Internet

**DOCUMENTS:**

No documents required

**FEES:**

None

**LANGUAGES:**

Spanish

# EMPLOYMENT DISCRIMINATION ASSISTANCE

**P**rograms that provide assistance for people who believe that they have been denied equal access to employment or that they have been treated unfairly as employees, i.e., that they were sexually harassed or denied equal pay for equal work, passed over for a promotion, denied training opportunities or fired on the basis of their age, gender, race or ethnic origin, nationality, religion, disability, sexual orientation or marital status. In Canada, sources of income, same-sex partner status, criminal convictions, political beliefs and family status may apply. Also included are programs that provide assistance for job applicants who feel they have been denied employment because of a military service obligation or help restore job seniority and pension rights which have been withheld from service personnel because of an absence from work due to a service obligation.

**9 to 5, Atlanta Working Women** - 501 Pulliam St., SW #344 Atlanta, GA 30312 (404)222-0037

**DESCRIPTION:** This agency offers assistance to working women who are experiencing discrimination such as sexual harassment or pregnancy discrimination; **SERVICE HOURS:** 9:00 am to 5:00 pm MON – FRI.

**Anti-Defamation League** - 3490 Piedmont Rd. Ste. 610 Atlanta, GA 30305 (404)262-3470

**DESCRIPTION:** This organization provides cultural diversity awareness workshops, fights discrimination through education and advocacy, and assists with filing formal complaints. They also maintain an extensive database of terrorist activity through out the globe; **SERVICE HOURS:** 9:00 am to 5:00 pm MON – FRI.

**Atlanta Legal Aid Society** - 151 Spring St., NW Atlanta, GA 30303 (404)524-5811

**SERVICE HOURS:** 9:00 am to 5:00 pm MON - FRI; senior legal hotline: 9:00 am to 3:00 pm MON – FRI.

**Georgia Advocacy Office** - 150 E. Ponce de Leon Ave. Ste. 430 Decatur, GA 30030 (404)885-1234

**SERVICE HOURS:** 9:00 am to 5:00 pm MON – FRI; **ELIGIBILITY:** people with disabilities or mental illness and their families.

**NAACP - Atlanta Branch** – 2001 Martin Luther King Jr. Dr., Atlanta, GA 30315 (404)756-5447

**SERVICE HOURS:** 9:00 am to 5:00 pm MON – FRI

**U.S. Equal Employment Opportunity Commission** - 100 Alabama St. Ste. 4R30 Atlanta, GA 30303

**SERVICE HOURS:** 8:30 am to 4:00 pm MON - FRI (404)669-4000

# JOB ASSISTANCE PROGRAM

# ATLANTA DAY SHELTER

# FOR WOMEN AND CHILDREN

**655 Ethel St., NW, Atlanta 30318**  
**404/876-2894**

## **Services Hours:**

8:00 am to 4:00 pm MON - SUN; pap smears: 1st FRI of the month; medical services: 9:00 am to noon MON; 9:00 am to 3:00 pm WED FRI; no medical service the 3rd FRI of each month

## **FOCUS**

**Provides self-support programs and services**

Professional and trained workers

Provides a daytime home where basic needs are met

## **SERVICES:**

Alcoholism/Drug Abuse Counseling  
 Career Counseling  
 Individual Counseling  
 Showers  
 Childhood Immunizations  
 Community Clinic  
 Computer Classes  
 Confidential HIV Testing  
 Job Search/Placement  
 Laundry Facilities  
 Pap Smears  
 Religious Activities  
 WIC Application/Certification  
 Homeless Drop-In Center

## JOB SERVICES

# Atlanta Enterprise Center

75 Peachtree Place NW, Atlanta, 30309

Located one block south of 10th and off W. Peachtree St (to the west)

404/874-8001 Main number

need help finding a job?  
need help keeping a job?

If you answered yes to either of these two questions, you should consider becoming a member of the Atlanta Enterprise Center (AEC)

## What does the A.E.C. offer you?

Job Information  
Job Interview Training  
Job Readiness  
Job Search/Placement  
Job Search Techniques

**SERVICE HOURS:**  
8:00 am to 4:00 pm MON - FRI

# Job Assistance & Training Program

# Atlanta Workforce Development Agency

*818 Pollard Blvd., SW Atlanta, GA 30315*

**(404)546-3000 Main Number**

## **DESCRIPTION:**

This agency's mission is to provide a single point of entry for workforce information - bringing businesses, job seekers, and training providers together to provide skilled workers for every business and employment.

## **SERVICE HOURS:**

8:00 am to 5:00 pm MON - FRI; orientation  
**Job Fair:** 9:00 am to noon every TUE

## **ELIGIBILITY:**

City of Atlanta residents

## **INTAKE PROCEDURE:**

Telephone, walk-in, appointment

## **DOCUMENTS:**

Proof of residence or lease, employment history, military status if applicable

# Fulton County Department of Human Services - Office of Workforce Development

*One Margaret Mitchell Square Ste. 300 Atlanta, GA 30303*

**(404)730-4751**

## **DESCRIPTION:**

This program has opportunities for qualified seniors to learn new skills through training sessions, employment counseling and on-the-job training.

## **SERVICE HOURS:**

8:30 am to 5:00 pm MON - FRI

## **ELIGIBILITY:**

Youth 13 to 23 years of age for summer youth program; 18 years and above for other programs

## **INTAKE PROCEDURE:**

Telephone, walk-in, appointment

## **DOCUMENTS:**

Picture ID/driver license, social security card, birth certificate, proof of residence or lease, proof of income

**FEES:** None

**AREA SERVED:** Fulton

## **LOCATIONS:**

North Fulton Career Center 770/645-4480  
8610 Roswell Rd., Ste. 660 / Atlanta, Ga 30350

South Fulton Career Center 770/306-5202  
5710 Stonewall Tell Rd., Ste. 160 / College Park, Ga 30349

# WORKTEC

*221 Stockbridge Rd. Jonesboro, GA 30236*

**(770)473-2840**

## DESCRIPTION:

This is a comprehensive work based rehabilitation program serving the needs of individuals with disabilities. WORKTEC subcontracts work from businesses and industry to train participants in needed work habits and specialized job skills. Classes assist in remedial education and learning to broaden participation in community life.

## SERVICE HOURS:

8:00 am to 5:00 pm MON - FRI

## INTAKE PROCEDURE:

Telephone

## ELIGIBILITY:

Individuals with a disability and/or barrier(s) to employment

## DOCUMENTS:

Picture ID/driver license, social security card, proof of residence or lease, medical or psych records

## REFERRAL REQUIRED:

Referral from sponsoring agency

**FEES:** None

## AREA SERVED:

Clayton, DeKalb, Fayette, Fulton, Henry

# Dress for Success Atlanta

*67 Peachtree Park Dr. Ste. 101 Atlanta, GA 30309*

**(404)589-1177**

**DESCRIPTION:**

This organization helps low-income women make tailored transitions into the workforce. The organization provides interview suits, confidence boosts and career development to low-income women re-entering the workforce, or entering the workforce for the first time. Anyone needing assistance from this agency must contact one of their partner agencies and obtain a referral. See below for a list of this agency's community partners.

**SERVICE HOURS:**

9:00 am to 2:00 pm TUE - FRI; 6:00 pm to 8:00 pm TUE

**ELIGIBILITY:**

Women who have scheduled interviews and are referred by one of their member agencies or women who have completed a job training program through one of their partnering organizations

**INTAKE PROCEDURE:**

Telephone, appointment only; agency requires a written referral from one of their partner organizations; call agency for more details

**DOCUMENTS:** Picture ID/driver license, referral from partner agencies

**FEES:** None

These are the community partners from which a client can get a referral for Dress for Success.

<ul style="list-style-type: none"> <li>Asian-American Resource Center</li> <li>Atlanta Day Shelter for Women &amp; Children</li> <li>Atlanta Enterprise Center</li> <li>Atlanta Technical College</li> <li>Atlanta Union Mission</li> <li>Atlanta Urban League</li> <li>Atlanta Workforce Development</li> <li>Atlanta's Children's Shelter</li> <li>Breakthru Housice, Inc.</li> <li>Briggs and Associates</li> <li>Center for the Visually Impaired</li> <li>City of Hope</li> <li>Cobb/Douglas County Board of Health</li> <li>Community Friendship</li> <li>Community Opportunity center</li> <li>Covenant House of Georgia</li> <li>D &amp; E, A Financial Education and Training Institute</li> <li>DeKalb Juvenile Court</li> <li>DeKalb Workforce Center</li> <li>Drake House</li> <li>East Lake Family YMCA</li> <li>Every Woman Works</li> <li>Families First</li> <li>First Presbyterian Church</li> <li>Fulton Atlanta Community</li> <li>Goodwill Industries of North Georgia</li> </ul>	<ul style="list-style-type: none"> <li>House of Hope</li> <li>Institute for Global Education</li> <li>Integrated Life Center</li> <li>Interfaith Outreach Home, Inc.</li> <li>International Rescue Committee</li> <li>Jewish Family &amp; Career Services</li> <li>Let's Talk About the Family</li> <li>Literacy Action, Inc.</li> <li>Lutheran Services of Georgia</li> <li>Mary Hall Freedom House</li> <li>Nicolas House, Inc.</li> <li>Operation Hope Educational &amp; Developmenta Corp.</li> <li>Partnership Against Domestic Violence</li> <li>Peer Project</li> <li>Refugee Resettlement &amp; Immigration Services of Atlanta</li> <li>Ropheka Rock of the World Ministries</li> <li>Samaritan House of Atlanta</li> <li>Spirit of Oneness, Inc.</li> <li>St. Jude's Recovery Center</li> <li>Sullivan Center</li> <li>Tangu Phase II, Inc.</li> <li>Turning Point Enterprises</li> <li>Women in Community</li> <li>Women's Employment Opportunity Project</li> <li>WORKTEC</li> <li>YMCA Workforce Enterprise</li> </ul>
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**AREA SERVED:**

Butts, Cherokee, Clayton, Cobb, Coweta, DeKalb, Douglas, Fayette, Fulton, Gwinnett, Henry, Paulding, Rockdale

Job Shop /Updated January 2012

Information contained on this guide is subject to change at any time without notice by the agency





# Bobby Dodd Institute

*2120 Marietta Blvd. Atlanta, GA 30318*

**(678)365-0071**

## **DESCRIPTION:**

This organization provides various types of training to individuals with physical or mental disabilities. Services include vocational/work evaluation, basic skills training, typing and computer classes, job readiness, job placement, and supported employment.

## **SERVICE HOURS:**

8:00 am to 4:30 pm MON - FRI

## **ELIGIBILITY:**

16 years of age and above with mental or physical disabilities; also serves economically disadvantaged individuals

## **INTAKE PROCEDURE:**

Telephone, appointment, referral, must have work permit if younger than 16 years of age

## **DOCUMENTS:**

Picture ID/driver license, social security card, birth certificate, proof of income, medical or psych records

## **FEES:**

Varies by program

# Cobb Works! Work Force Development Center

*463 Commerce Park Dr. Ste. 100 Marietta, GA 30060*

**(770)528-4300**

**DESCRIPTION:**

This organization offers numerous employment services including job training, prevocational training, and career counseling.

**SERVICE HOURS:**

8:00 am to 5:00 pm MON - FRI

**ELIGIBILITY:**

No restrictions

**INTAKE PROCEDURE:**

Trainings: telephone, appointment; all other services: walk-in, telephone

**DOCUMENTS:**

No documents required

**FEES:**

None

**AREA SERVED:**

Cobb