

Welcome to the Reemployment Services & Eligibility Assessment Program (RESEA)



What is RESEA?

RESEA is the Reemployment Services and Eligibility Assessment Program.

This is a U.S. Department of Labor program that provides *individualized reemployment services* to help people get back to work sooner.

Why were you selected for RESEA?

You fall into one of two categories:

1. You are a transitioning or ex-service member who is receiving unemployment insurance (UI) benefits.

Or

2. You are collecting UI benefits and based upon variables you have been identified as likely to exhaust your UI benefits before returning to work.

Purpose of the Program

- To reduce the duration of UI benefits through improved employment outcomes, including earnings.
- To ensure an individual claiming UI benefits continues to be eligible for those benefits.

During your virtual RESEA meeting

You will speak with a staff person to discuss:

- Services/training to help you return to work sooner.
- Unemployment Insurance Eligibility.

One-on-One Discussion Reemployment Review

- ✓ Collaborate and determine what service(s) will be beneficial to your job search.
- ✓ Schedule mandatory service(s).
- ✓ Review your weekly UI Work Search efforts from the prior week.

Forms to be completed during review:

- *Your Job Search Skills Assessment.*
- *UI Eligibility Questionnaire.*
- *Individual Reemployment Plan.*



One-on-One Discussion

Unemployment Insurance Eligibility Review

Verify that you are compliant with your responsibilities and understand your rights as a recipient of Unemployment Compensation.

Review:

- *UI Eligibility Questionnaire*
- *UI Work Search Record for previous week*



Your Unemployment Rights...

You are responsible for reading and carefully reviewing:

[The Guide to Unemployment Insurance](#)

After filing your initial claim for UI benefits, you were provided a Benefit Rights Statement that can be found by clicking the **View Correspondence** tab in your ReEmployCT account.

Unemployment Insurance Requirements

Each week you file a claim for benefits you must:

- Be able and available for full-time work.
- Be actively seeking full-time work.
- Enter your job search activities during the weekly certification process in ReEmployCT.
- Report any wages you earn for the week in which the work was performed NOT when you received payment for that week.
- Immediately report any return to work (or return to school/training) at [Report Return to Work](#).

Just to clarify...

Each week you file a claim for benefits, you must:

1. Actively look for full-time work.
2. Make a minimum of **3 *work search activity efforts*** per week.
3. Document all efforts to find work.
4. Be prepared to provide proof of your work search activities.

Failure to meet all efforts requirements could result in an overpayment or disqualification of benefits!

Note: Your efforts are subject to verification and could be verified even after you have returned to work if selected for audit.

What is a work search activity effort?

Work Search Activities that **must include at least 1 employer contact** and may include the following combinations of 3 work search activities:

- **3 employer contacts, or**
- **2 employer contacts and 1 other work search activity, or**
- **1 employer contact and 2 other work search activities.**

Work Search Activities

Work search activities can be in person or virtual and may include, but are not limited to the following:

At least one (1) Employer Contact:

- Contacting an employer for full-time work.
- Attending a job interview.

You must have at least 1 employer contact in your weekly efforts.

Other Work Search Activities:

- Attending a workshop provided by an American Job Center.
- Attending a job fair.
- Participating in reemployment service activities provided by an American Job Center.

Work Search Activities Continued

Work search activities can be in person or virtual and may include, but are not limited to the following:

- Creating a reemployment plan.
- Creating, uploading and making a résumé viewable to employers in [CTHires](#), Connecticut's State Job Bank.
- Creating a personal user profile on a professional networking site.

Each week you file a claim for benefits:

You must keep a record/log of your job search efforts for all weeks that includes at least 1 contact with an employer and includes:

For Employer Contacts:

- Activity/Contact Date
- Employer Name, Address and Phone
- Method of Contact
- Name of Person Contacted/Job Order Number
- Job/position applied for
- Status (waiting, not hired, interviewed, etc.)

For Other Work Search Activities:

- Activity Date
- Work Search Activity
- Service Provider/Contact person
- Place of activity (location, virtual)
- Any other details/Comments

Just to clarify...

Acceptable contact methods for employers include:

- **In-person**
- **Mail (postal or email)**
- **Internet**
- **Phone**
- **Fax**

Work Search Information

File your weekly claim and work search efforts on the **Sunday prior to your RESEA meeting.**

Your work search efforts will be reviewed during the RESEA meeting.

American Job Center (AJC) Self-Service Career Center Services (No cost) (For Job Search Purposes Only)



- Personal Computers with *Microsoft Word* and *Internet access*
- Printers/Copiers
- Résumé Paper
- Fax
- Postage
- Assistive Technology

Schedule a time slot at:

[Request for Employment Services / Career Center form](#)

American Job Center Virtual Workshops

Sign up through [CTHires](#)

- **Fundamentals of Résumé Writing**
- **Successful Job Search Strategies**
- **Interviewing Strategies & Techniques**
- **Additional workshops may be available**

American Job Center Virtual or In-person Career Services

- Résumé critiques from Certified Professional Résumé Writers (CPRWs)
- Career Counseling and Assessments
- Referrals to other Services and Programs

Schedule an appointment at: [Request for Employment Services / Career Center form](#)



Upcoming Job Fairs & Recruitment Events

View upcoming recruitment events, job fairs, and employment opportunities. Check back weekly as new recruitment opportunities are posted periodically @ [Employer Events & Career Fairs](#)

Follow [@cthires official](#) for job postings. Recruitment and hiring event information delivered to your inbox when you sign up for email alerts @ [Get the latest recruitment information from CT Department of Labor](#)

Veteran Services



Veterans and eligible spouses are given priority of service for receipt of employment, training and placement services.

Our staff can provide intensive career services for individuals facing significant barriers to employment.

Please let us know if you are a veteran or eligible spouse.

Workforce Innovation and Opportunity Act (WIOA)

Federally-funded re-employment program available in every state and U.S. Territory

Benefits provided can include one or more of the following:

- Customized job search support
- Funds for short-term classroom and/or online training or certifications at local educational institutions
- On-the-job training – incentives for employers to hire Dislocated Workers
- Supportive services assistance for childcare and transportation expenses



Q electrician Go



O*NET OnLine features

Introduction

Occupation Keyword Search

Q dental assistant

Examples: 25-1011.00, dental assistant

Search O*NET-SOC occupations



More career sites & resources

"I want to be a..."

Start the career you've dreamed about, or find one you never imagined. Discover your interests with the [O*NET Interest Profiler](#) and find more exploration options at [My Next Move](#).

Find your career at My Next Move

ATTN: VETERANS

<https://www.onetonline.org/>



O*NET OnLine
A proud partner of the **americanjobcenter** network

- Find job descriptions that you can use to identify keywords and develop your résumé.
- Find jobs that match your interests, skills, and experience.
- Learn how to translate your job to other careers.
- Explore careers with potential growth.
- Obtain salary information/ranges.
- Learn about skills that are in demand.

What is CTHires?

- The Connecticut Department of Labor's Job Bank.
- A workforce development system to connect job seekers with employers.
- A system featuring thousands of Connecticut jobs.





Employers

- Are registered and verified by the Connecticut Department of Labor before they can use CTHires.
- Can search a résumé database at no cost.
- Can contact job seekers about jobs.
- Can post jobs at no cost.

Job Seekers

- Can search for jobs.
- Can post résumés so they can be found by employers.
- Can set up Virtual Recruiters to be notified about new jobs.

Virtual Recruiter

- A tool that immediately notifies you when new jobs matching your criteria have been posted.
- You control the specifics of the search criteria, how often you are notified and the method of contact.



Virtual Recruiter

How to Create a Virtual Recruiter in CTHires

A Virtual Recruiter allows you to save a job search in CTHires and run it periodically to identify any new job postings that fit your search criteria. Results are reported to your message box in CTHires or to your personal email address.

You may modify the frequency of the search or manually enable/disable the Virtual Recruiter at any time.

Steps to create a Virtual Recruiter:

1. To create a Virtual Recruiter in CTHires, you must be a registered user of CTHires. If you are not registered, go to www.CTHires.com and click on the “**Sign In/Register**” button. Scroll down and click on “**Individual Registration**” button to create an account. Follow the steps to create an individual registration.
2. Sign into your CTHires account. From your Dashboard click on the **Menu** link next to the CTHires logo in the upper left corner of the screen. Scroll down to the **Quick Menu** tab, click on **Job Search**.
3. In the first keyword box, enter the Job Title, Company, or Occupation (ex: Computer Programmer or Travelers). In the second keyword box, enter a City, State or Zip Code (ex: Hartford or Connecticut). Click on the **Quick Search** button next to the second box.
4. The job search summary page will display search results. Click on the **Save as Virtual Recruiter** button at the bottom of the page.
5. Complete the following required fields in the **Virtual Recruiter Information** section:
 - Title of Virtual Recruiter Alert
 - How often to run
 - Notification Method
 - Expires on
6. Click on the **Save** button.

Let's find your next job!

Your CTHires Dashboard

The screenshot displays the CTHires Dashboard interface. It features two main sections: 'Current Events' and 'Job Seeker Services'. The 'Current Events' section lists various activities with their respective counts: Workshop/Training (12), Job Fair (0), Meetings (0), Rapid Response (0), Orientation (2), Employer Recruitment Event (1), and Other Events (0). The 'Job Seeker Services' section, highlighted by a red circle, includes links to Job Search, Resumé Builder, and Virtual Recruiter, each with a brief description of the service. A 'More Job Seeker Services' link with a right-pointing arrow is also present. At the bottom of the dashboard, there is a 'My Messages' section.

Event Category	Count
Workshop/Training	12
Job Fair	0
Meetings	0
Rapid Response	0
Orientation	2
Employer Recruitment Event	1
Other Events	0

Job Seeker Services

- [Job Search](#)
Find current job openings.
- [Resumé Builder](#)
Create, store and update your resumé online.
- [Virtual Recruiter](#)
Create a system job search alert.

[More Job Seeker Services](#) →

My Messages

IMPORTANT INFORMATION

Filing Your Weekly Claim

File your weekly claim the Sunday before your RESEA meeting at [ReEmployCT](#) using your mobile friendly device - smartphone, tablet or computer.

- Claim weeks are Sunday through Saturday; you can file a weekly claim up to Saturday.
- ReEmployCT offers 24/7 access to view your payment history.
- Online filing is safe, secure and convenient.

We look forward to serving you!

