Employment Assistance

This example was created for training and is not official agency text.

Before

Once the candidate’s goals are established, one or more potential employers are identified. A preliminary proposal for presentation to the employer is developed. The proposal is presented to an employer who agrees to negotiate an individualized job that meets the employment needs of the applicant and real business needs of the employer.

After

Once we establish your goals, we identify one or more potential employers. We prepare a preliminary proposal to present to an employer who agrees to negotiate a job that meets both his and your employment needs.

https://www.plainlanguage.gov/
Language Support

Interpreter? Translator? Employee?

Spoken Language (or Sign)

Written Documents

- Trainings
- Hiring Paperwork/Benefits
- Paperwork/Other Major HR Meetings
- Addressing performance or other workplace concerns

Call: Compass Interpreters 315 794 9098
scheduling@compassinterpreters.org

Written Language

- Important Policies
- Paperwork Requiring Signature
- Safety Procedures
- Signs / Notices
- Simple Training Material

info@tonetranslate.com
315 738 1084

- Small Conversation
- Short Direction/Instruction
- Small Announcements
- Short Meetings

Caution – Quality, Accuracy, Pay Difference, Professional Development