

THE RIGHT JOB
A LABOR DEPARTMENT
GUIDE FOR
RETURNING
SERVICEMEN

U.S. DEPARTMENT OF LABOR
Labor-Management Services Administration

There is real pleasure in having the right job—makes the days shorter and the future brighter!

First choice of the returning serviceman may be the job he left to go into service . . . or he may now wish to put to civilian use some of the skills learned in the Armed Forces.

And there are all kinds of additional opportunities as will be seen in this leaflet. Often these grow out of talking over personal ambitions and talents with some of the trained people to be found in the offices listed. In every case services offered are available without cost.

Whether your interest is in reemployment, in obtaining a first or new civilian job, or whether you wish most to be able to talk over personal training needs and your job potential, you are invited to use this information in going about it.

The Department of Labor is glad to serve you in your plans for a civilian career by offering all its services in finding the job best suited to your abilities and to your hopes for the future.

Reemployment Rights

Job Opportunities

Training Programs

Unemployment Compensation

Occupational Outlook Leaflets

GEORGE P. SHULTZ
Secretary of Labor

LABOR-MANAGEMENT SERVICES ADMINISTRATION
Office of Veterans' Reemployment Rights
Washington, D.C. 20210

REEMPLOYMENT RIGHTS

May Be Available to Veterans Employed Before Entering the Service

There may be a guaranteed Federal right to the job you left and to any increased wages and other benefits that have been added in your absence.

Be sure to consider the built-in benefits that job may now have—wages and other advantages may now be far more attractive . . . years in the Armed Forces which must be counted toward job seniority may have automatically placed the qualified ex-serviceman in advanced status and a higher wage bracket . . . insurance, vacation, and other benefits may now be higher.

Act Promptly in Applying for Reemployment

It is important to apply for reemployment as early as possible! Application to your former employer must be made within 90 days after completion of military service. Reservists and National Guardsmen must apply within 31 days after initial active duty for training of not less than 3 months.

For information and assistance concerning problems which arise out of application for reemployment, contact the field representative in the Department's Office of Veterans' Reemployment Rights nearest you. See directory on opposite page.

A statutory right to reemployment is provided in the Universal Military Training and Service Act administered by the Department's Office of Veterans' Reemployment Rights. These rights are available only to persons who leave positions with private employers or the Federal Government to enter on military duty. Many States provide similar protection for State, county, and municipal employees. An eligible person is entitled to be reemployed in the position he would have occupied but for military service. Seniority or length of service with the employer is accrued throughout military absence and the ex-serviceman is entitled to the pay, status, promotion opportunities, and other benefits he would have gotten because of seniority.

U.S. Department of Labor Offices Providing Information on Reemployment Rights

Atlanta, Georgia 30309
1371 Peachtree St., NE
Boston, Mass. 02203
John F. Kennedy Federal Bldg.
Buffalo, N. Y. 14203
121 Ellicott St.
Chicago, Ill. 60604
219 S. Dearborn St.
Cleveland, Ohio 44199
1240 E. Ninth St.
Dallas, Texas 75201
411 N. Akard St.
Denver, Colo. 80202
19th and Stout Sts.
Detroit, Mich. 48226
234 State St.
Honolulu, Hawaii 96815
1833 Kalakaua Ave.
Kansas City, Mo. 64106
911 Walnut St.
Los Angeles, Calif. 90012
300 N. Los Angeles St.
Miami, Fla. 33130
51 SW First Ave.
Minneapolis, Minn. 55401
110 South 4th St.
Nashville, Tenn. 37203
801 Broadway
Newark, N.J. 07102
970 Broad St.
New Orleans, La. 70130
423 Canal St.
New York, N.Y. 10001
341 Ninth Ave.
Philadelphia, Penna. 19107
1317 Filbert St.
Pittsburgh, Penna. 15222
1000 Liberty Ave.
St. Louis, Mo. 63103
1520 Market St.
San Francisco, Calif. 94102
450 Golden Gate Ave.
Santurce, P.R. 00907
1200 Ponce De Leon Ave.
Seattle, Wash. 98104
506 Second Ave.
Washington, D.C. 20210
14th St. and Constitution Ave.

EMPLOYMENT OPPORTUNITIES

Free Counsel and Testing for Jobs

If you need help in finding the right job, go to the public employment service office nearest you. Job experts there are ready to serve you, and no fee is charged. That office is one of 2,200 full-time local offices of the Federal-State employment service system. To locate the office, look for the State employment service in your telephone directory; ask your postmaster; or write to the employment service office in the State capital. (See alphabetical listing of State employment services on the opposite page.)

Services available to you are not limited to job finding—finding just any job. Employment service staff will seek the job in which you can use your highest skills and training and for which you have an aptitude. Information is available in that office on skills in demand and jobs available. If you need occupational training to qualify for full-time employment, efforts will be made to arrange for suitable training.

Counseling and Testing

Want to be a draftsman, welder, automobile or aircraft mechanic? Your whole career lies ahead and you may have many choices. If you do not know what you want to do or what you can do best, the employment service office can provide counseling and testing services. You can take a simple test that will indicate your general aptitudes or you can take a test to determine your occupational qualifications. The tests will interest you, and you will be told how they work and their purpose. These tests may

In each public employment office there is a Veterans' Employment Representative to help solve employment problems of returning veterans. Those retiring from the service may receive information and placement assistance leading towards a second career.

bring to light skills or aptitudes you may not know about. They can guide you toward the right career.

Name of State Employment Agency Generally Is Used by Local Employment Offices For Identification in Local Telephone Directories

Alabama—Department of Industrial Relations
Alaska—Employment Security Division
Arizona—Employment Security Commission
Arkansas—Employment Security Division
California—Department of Employment
Colorado—Department of Employment
Connecticut—Employment Security Division
Delaware—Employment Security Commission
District of Columbia—U.S. Employment Service
Florida—Industrial Commission
Georgia—Employment Security Agency
Guam—Department of Labor and Personnel
Hawaii—Department of Labor and Industrial Relations
Idaho—Department of Employment
Illinois—Employment Security Administration
Indiana—Employment Security Division
Iowa—Employment Security Commission
Kansas—Employment Security Division
Kentucky—Bureau of Employment Security
Louisiana—Division of Employment Security
Maine—Employment Security Commission
Maryland—Department of Employment Security
Massachusetts—Division of Employment Security
Michigan—Employment Security Commission
Minnesota—Department of Employment Security
Mississippi—Employment Security Commission
Missouri—Division of Employment Security
Montana—Unemployment Compensation Commission
Nebraska—Division of Employment
Nevada—Employment Security Department
New Hampshire—Department of Employment Security
New Jersey—Division of Employment Security
New Mexico—Employment Security Commission
New York—Division of Employment
North Carolina—Employment Security Commission
North Dakota—Employment Security Bureau
Ohio—Bureau of Employment Services
Oklahoma—Employment Security Commission
Oregon—Department of Employment
Pennsylvania—Bureau of Employment Security
Puerto Rico—Bureau of Employment Security
Rhode Island—Department of Employment Security
South Carolina—Employment Security Commission
South Dakota—Employment Security Department
Tennessee—Department of Employment Security
Texas—Texas Employment Commission
Utah—Department of Employment Security
Vermont—Department of Employment Security
Virginia—Employment Commission
Virgin Islands—Employment Security Agency
Washington—Employment Security Department
West Virginia—Department of Employment Security
Wisconsin—State Employment Service
Wyoming—Employment Security Commission

TRAINING OPPORTUNITIES

Special Programs Open Up New Careers for Veterans

The employment office will normally consider special training opportunities in case of each applicant registered. They are listed here to provide the ex-serviceman with general information in the many areas of employment and training.

The Manpower Development and Training Act

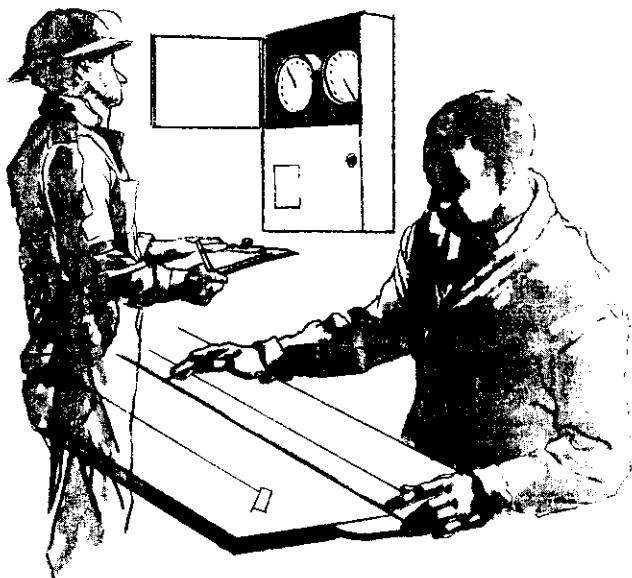
This act provides for up to 2 years' occupational training to improve present skills or train in new skills so that you may get and hold a full-time job.

Training allowance may be paid under the Manpower Development and Training Act of 1962 to ex-servicemen who are enrolled in vocational school programs to learn a skill needed in industry. If not eligible for training allowances persons who have the aptitude and can spend the time in training may nevertheless enroll in training courses. Or, on-the-job training programs are available for training in a business firm as a paid employee. In either case, the local public employment office is the place to go for information and counseling on training opportunities. There is no charge for the training provided.

Apprenticeship Training

Training in highly skilled crafts and trades is available for ex-servicemen who have mechanical aptitude and ability and good health.

Educational requirements may vary, but most employers prefer that applicants for apprenticeship training be high school or trade school graduates. Applicants are usually given tests to measure aptitude for the occupation. The age range for beginning apprentices is from 16 to 24, but ex-servicemen with experience in a trade may be accepted if over 24. Applicants are tested and graded solely on the basis of how they score.



Apprenticeship Information Centers

The Labor Department's Bureau of Employment Security has established Apprenticeship Information Centers to provide basic information, testing, and referral services to applicants.

For specific information on apprentice training, ask your nearest local public employment office about local apprenticeship programs or write to the Apprenticeship Information Center nearest you.

Baltimore, Md. 21201 1100 N. Eutaw St.	Cleveland, Ohio 44114 779 Rockwell Ave.
Birmingham, Ala. 35203 1816 Eighth Ave., N.	Des Moines, Iowa 50309 545 Sixth St.
Boston, Mass. 02115 255 Huntington Ave.	Detroit, Mich. 48202 8600 Woodward Ave.
Bridgeport, Conn. 06604 753 Fairfield Ave.	Houston, Texas 77006 2800 Travis St.
Buffalo, N.Y. 14224 119 W. Chippewa St.	Indianapolis, Ind. 46204 145 W. Washington St.
Camden, N.J. 08103 519 Federal St.	Kansas City, Mo. 64106 1411 Walnut St.
Chicago, Ill. 60604 321 S. State St.	Manhattan, N.Y. 10027 255 W. 54th St.
Cincinnati, Ohio 45214 1916 Central Parkway	Minneapolis, Minn. 55403 629 Hennepin Ave.

Nashville, Tenn. 37203 1807 Hayes St.	Richmond, Va. 23219 609 E. Main St.
Newark, N.J. 07102 No. 1 Clinton St.	Seattle, Wash. 98134 1933 Fifth Ave.
Norfolk, Va. 23510 904 Granby St.	St. Louis, Mo. 63101 505 Washington Ave.
Paterson, N.J. 07501 301 Graham Ave.	St. Paul, Minn. 55104 1058 University Ave.
Philadelphia, Pa. 19107 1221 N. Broad St.	Topeka, Kans. 66612 1301 Topeka Blvd.
Pittsburgh, Pa. 15210 915 Penn Ave.	Washington, D.C. 20001 555 Pennsylvania Ave. NW.
Phoenix, Ariz. 85003 438 W. Adam St.	Wichita, Kans. 67202 215 S. Broadway
Portland, Oreg. 97232 1030 NE. Couch St.	

UNEMPLOYMENT COMPENSATION For the Ex-Serviceman While He Looks for Work

Unemployment compensation is no substitute for a job, but it is something to live on in the event reemployment, a suitable job, or appropriate training opportunity is not immediately available.

An ex-serviceman seeking unemployment compensation should visit the nearest local employment service office to file a claim and register for work. He should take with him his card, and his record of employment, if any, before and after military service.

To receive unemployment benefits, an ex-serviceman must have had 90 or more continuous days of active service in the Armed Forces—less if discharged or released because of a service incurred disability or injury—and he must have been released under honorable conditions.

The weekly amount of unemployment benefits and the number of weeks payable depend upon the law of the State which has jurisdiction over the ex-serviceman's claim. All State laws require, however, that a claimant be unemployed; that he register for work and file a claim at a local State employment office; and that he be able to work and available for work.



Occupational Outlook

Leaflets now available can help ex-servicemen plan better for the future—can put wings onto wishes.

The leaflets discuss the nature of jobs, experience, and training required. Examples of average pay and possible earnings for various classifications are usually given. Most show pictures of the activity and tell where particular jobs are most likely to be found.

A complete list of all Occupational Outlook leaflets may be secured without charge from the Department's Bureau of Labor Statistics offices listed below:

Atlanta, Georgia 30309, 1371 Peachtree Street, N. E.
Boston, Massachusetts 02203, John F. Kennedy Federal Building
Chicago, Illinois 60604, 219 South Dearborn Street
Dallas, Texas 75201, 411 N. Akard Street
Kansas City, Missouri 64106, 911 Walnut Street
New York, New York 10001, 341 Ninth Avenue
Philadelphia, Pennsylvania 19107, 1317 Filbert Street
San Francisco, California 94102, 450 Golden Gate Avenue, Box 36017
Washington, D.C. 20212, U.S. Department of Labor

