



Office Use Only
Date Received _____

Job Assist Youth Program

Employer Job Listing Application

Would you like CAPTAIN Community Human Services to promote job opportunities offered through your company/ organization? ☐ Yes ☐ No

Are you interested in offering your professional expertise to youth through employment-related skill building workshops, fairs, or trainings? ☐ Yes ☐ No

Employer Information *If local resident, please fill out name, address, and contact information*

Business/Agency Name: _____

Contact Person: _____ Position: _____

Address: _____

Phone: _____ Email: _____

Type of Business: _____ No. of Employees: _____

Job Opportunities

Job Titles	Salary	Days/Hours of Job	Job Description

Age Range (If none specified, age range is 14 to 21 years): _____

Qualifications (special skills, work experience requested): _____

Do you require that candidates have a High School Diploma? ☐ Yes ☐ No

Special instructions or additional information: _____

How soon do you need these positions filled? _____

Submit your application online at www.captaincares.org, via email to the contacts listed on the flyer, or by mail to: CAPTAIN CHS, 5 Municipal Plaza, Suite 3, Clifton Park, NY 12065.

Attention: Employers and Local Residents

DO YOU NEED TO HIRE A YOUNG PERSON?

Advertise job listings for FREE with Job Assist!

About Job Assist

Job Assist is a **free** youth employment matching program for students/young adults and local employers, provided by CAPTAIN Community Human Services in partnership with the Saratoga County Youth Bureau. This program supports the enrichment of youth in our community and strengthens our local economy.

How it works: This free service is available to youth ages 14-21 who reside in the Shenendehowa Central and Burnt Hills-Ballston Lake School Districts. Students interested in a job match sign up to receive job notifications that match their skills and interests.

Students receive job matching support and employment readiness skills related to interviewing, resume preparation, understanding the hiring process and setting professional expectations for the world of work.

For more information visit our website at www.captaincares.org, call 518-371-1185, or contact our staff directly:

Jackie Sorensen: jackie@captaincares.org | 518.371.1185 | *Shenendehowa School*
Marcia Szablewski: marcia@captaincares.org | 518.729.7797 | *Burnt Hills/Ballston Lake School*
Anita Stevens: anita@captaincares.org | 518.884.7150 EXT. 2335 | *Ballston Spa School*

Register with Job Assist today!

To participate, please complete the attached application and mail it to CAPTAIN CHS at 5 Municipal Plaza, Suite 3, Clifton Park, NY 12065 *or* go online to our website at www.captaincares.org and complete the application there!