



September 21, 2016

7:30 - 9:30 am

Minooka Village Hall

Community Room

121 McEvelly, Minooka, IL

*For more information or to
reserve your spot contact*

Nicole Norris at:

815-467-6644 or

nnorris@channahon.org

WORKFORCE SUMMIT

September 21, 2016

*Join us for a morning of information on your
business' greatest asset... your workforce.*

Topics will include:

- **Recruiting and Retaining Employees**
 - Interviewing Techniques
 - Personnel Issues
- **Internship / OJT / Incumbent Worker Training**
- **Labor Market Conditions**
 - Labor Laws
 - Payroll Taxes
- **Unemployment/Disability Insurance**

Presenters include:

**Illinois Department of
Employment Security**

**Grundy Workforce Services
GLK Workforce Board**

**Workforce Services
Division of Will County**

*Refreshments provided by
McDonald's*

