



MICHELLE

**MICHIGAN WORKS
BUSINESS SERVICES
REPRESENTATIVE**

NETWORKS NORTHWEST



**Bringing businesses and
job seekers together!**

CORE TASKS

- Assist employers with recruitment, hiring, training, workforce and economic development needs
- Plan or assist with job fairs or other employer and workforce events
- Work with various industry sectors to provide services

OUTLOOK



**Increase in
job demand**

**Check out other
occupations like
HR Specialist or
Marketing Manager**



ANNUAL SALARY RANGE

- Similarities to Human Resources Specialist

\$35,190–\$96,360

MICHIGAN



\$37,740–\$76,990

**NORTHWESTERN
MICHIGAN**

- Salary information from O*net

Michelle's thoughts on classes that were surprisingly helpful:



The statistics course...actually does come into play when calculating data and working on various allocations necessary for drafting contracts and grants. I also took a public speaking class that I thought I would never use. I was wrong!



HIGH SCHOOL CAREER TECH OPTIONS

- Charlevoix Emmet ISD Career Tech Programs: Business Administration and Management; Marketing Sales and Service
- Northwest Education Services Career Tech Center: Business Careers
- Wexford Missaukee ISD Career Tech Center: Business Management Administration; Hospitality, Retailing, and Entrepreneurship



BUSINESS LIAISONS OFTEN HAVE HUMAN RESOURCES OR BUSINESS DEGREES AND EXPERIENCE

- Baker College
- Kirtland Community College
- North Central Michigan College
- Northwestern Michigan College
- Westshore Community College
- University Center (NMC):
 - Davenport University (Business)
 - Ferris State University (Business)

FOCUSING ON CAREERS NEAR YOU



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