



## EMPLOYMENT WEBSITES

### City of Austin

[www.austintexas.gov/jobs](http://www.austintexas.gov/jobs)

(512) 974-3210

### Government Jobs

<https://www.governmentjobs.com>

Jobs Y'all! <https://jobsyall.com/>

### State of Texas Health and Human Services

<https://jobshportal.hhsc.state.tx.us/ENG/careerportal/default.cfm>

### Texas Workforce Commission

<https://twc.texas.gov/jobseekers/job-search>

### Travis County

<https://www.traviscountytx.gov/human-resources/jobs>

### USA Federal Jobs

<https://www.usajobs.gov/>

### Work In Texas

<https://www.workintexas.com>

CareerBuilder <https://www.careerbuilder.com/>

Glassdoor <https://www.glassdoor.com/>

Indeed <https://www.indeed.com/>

LinkedIn <https://www.linkedin.com/>

### Metro Austin Jobs

<http://www.metroaustinjobs.com/>

Simply Hired <https://www.simplyhired.com/>

US Jobs <https://us.jobs/>

Zip Recruiter <https://www.ziprecruiter.com/>



The City of Austin is focused on improving the quality of life and civic participation in the Austin community and strives to provide economic opportunities and resources that enable its residents to thrive in the community.

The following services are in place to assist you with your needs. Call 3-1-1 to reach the following resources:

- **Americans with Disabilities (ADA) Program Office**  
<http://www.austintexas.gov/department/americans-disabilities-act-office> TTY (512) 974-3303
- **Childcare**  
<http://www.austintexas.gov/childcare>
- **Language Resources**  
<http://www.austintexas.gov/page/resources-renters-language-translation-assistance>
- **Neighborhood Centers**  
<http://www.austintexas.gov/neighborhood-centers>
- **Senior Programs and Services**  
<http://www.austintexas.gov/department/seniors-programs-and-services>
- **Small Business Program**  
<http://www.austintexas.gov/department/small-business-development-program>
- **Veterans Services**  
<https://www.austintexas.gov/veterans>

The City of Austin is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. For assistance please contact (512) 974-3210 or Relay Texas 7-1-1.

For a PDF version of the brochure, please visit:  
[www.austintexas.gov/employmentassistance](http://www.austintexas.gov/employmentassistance)

Updated February 2019

## City of Austin Employment Services Satellite Office Schedules

African American Youth Harvest Center  
6633 Hwy 290, Suite 303, Austin TX 78723  
Mon-Tue 9:00AM-4:00PM  
(512) 428-4480 ext. 218

Asian American Resource Center  
8401 Cameron Rd, Austin TX 78754  
Wed 9:30AM-6:00PM  
(512) 974-1700

DeWitty Training and Employment Center  
2209 Rosewood Ave, Suite 210,  
Austin TX 78702  
Mon-Fri 8:00AM-4:45PM  
(512) 974-2751, (512) 974-2728,  
(512) 974-3478

Workforce Solutions (North)  
9001 N, N Interstate Hwy 35 Ste 110,  
Austin, TX 78753  
Mon, Tue, Fri 8:30AM-5:00PM  
(512) 597-7237

Workforce Solutions (South)  
6505 Burleson Rd, Austin TX 78744  
Thurs-Fri 8:00AM-4:30PM  
(512) 381-4223



Phone (512) 974-2000  
Email [employment.services@austintexas.gov](mailto:employment.services@austintexas.gov)  
Mailing Address P.O. Box 1088 Austin, TX 78767

 [www.austincityjobs.org](http://www.austincityjobs.org)  
 Austin City Jobs

 City of Austin  
 @AustinCityJobs

# Employment Resource Guide



Helping Residents Navigate  
Employment Challenges



The purpose of this brochure is to provide the information you need to successfully navigate the challenges when finding gainful employment at the City of Austin.

DISCLAIMER: The presence or absence of the names of agencies, organizations, or their services in this brochure does not constitute an endorsement or non-endorsement of the agencies, organizations, or their services. Also, please be aware that there may be costs associated with some resources listed in this guide.



2-1-1 Texas, a program of the Texas Health and Human Services Commission, is committed to helping Texas residents connect with the services needed.

2-1-1 or 877-541-7905 TTY: 877-833-4211  
<https://www.211texas.org/>

## EMPLOYMENT DOCUMENTS

### Birth Certificate

#### **Austin Public Health (If born in Austin, TX)**

Call VitalChek (Service Provider) 1-800-457-7586  
<http://www.austintexas.gov/department/getting-birth-or-death-certificate>

If born elsewhere in the US, check for your State's Vital Records Website here:  
<https://www.cdc.gov/nchs/w2w/index.htm>

### Driver License

#### **Department of Public Safety**

<https://www.dps.texas.gov/DriverLicense/>  
(512) 424-2600

### Social Security Number (SSN) Card

#### **Social Security Administration**

<https://www.ssa.gov/ssnumber/>  
(800) 772-1213

### Employment Authorization Document (For Eligible Non-Immigrant Residents)

#### **United States Citizenship and Immigration Services**

<https://www.uscis.gov/i-765>  
(800) 375-5283



## LEGAL SERVICES

**Texas Department of Public Safety Criminal Record**  
[https://www.dps.texas.gov/administration/crime\\_records/pages/juvenilecriminalhistoryrecords.htm#link2](https://www.dps.texas.gov/administration/crime_records/pages/juvenilecriminalhistoryrecords.htm#link2)  
(888) 467-2080

**State Bar of Texas Lawyer Referral & Information Services**  
[https://www.texasbar.com/AM/Template.cfm?Section=Lawyer\\_Referral\\_Service\\_LRIS](https://www.texasbar.com/AM/Template.cfm?Section=Lawyer_Referral_Service_LRIS)

**Equal Justice Center**  
<http://www.equaljusticecenter.org/>  
(512) 474-0007

**Lawyer Referral Service of Central Texas**  
[www.austinlrs.com](http://www.austinlrs.com)  
(512) 472-8303

**Texas Law Help**  
<https://texaslawhelp.org/>

**University of Texas at Austin School of Law Mithoff Pro Bono Program Clinics**  
<https://law.utexas.edu/probono/for-the-public/pro-bono-program-clinics/>



## SKILLS, TRAINING & EDUCATION RESOURCES

**Austin Area Urban League**  
[www.aaul.org](http://www.aaul.org) (512) 478-7176

**Austin Community College**  
<http://continue.austincc.edu/> (512) 223-7000

**Austin YouthWorks**  
<https://americanyouthworks.org/programs/txcc/>  
(512) 289-5817

**AustinFree.net**  
<http://austinfreenet/> (512) 236-8225

**Goodwill Career & Technical Academy**  
<https://www.goodwillcentraltexas.org/education-job-training/goodwill-career-technical-academy>  
(512) 637-7131

**Lifeworks Austin**  
<http://www.lifeworksaustin.org/education-workforce/> (512) 735-2100

**Skillpoint Alliance**  
[www.skillpointalliance.org](http://www.skillpointalliance.org)  
(512) 323-6773 ext. 123 or (512) 814-3261



## WORK CLOTHING ASSISTANCE

**Workforce and Education Readiness Continuum**  
<http://www.wfscapitalarea.com>  
(512) 223-5400

**Baptist Community Center Mission**  
<http://www.bccmission.org/BCCMBrochure.htm#Clothing>  
(512) 472-7592 or (512) 478-7243

**Caritas of Austin**  
<https://www.caritasofaustin.org/what-we-do/employment/> (512) 479-4610

**Dress for Success**  
<https://austin.dressforsuccess.org/>  
(512) 389-3723

**Manos De Cristo**  
<http://www.manosdecristo.org/food.html>  
(512) 477-7454



## TRANSPORTATION RESOURCES

**CapMetro**  
[www.capmetro.org](http://www.capmetro.org) (512) 474-1200

**Capital Area Rural Transportation System (CARTS)**  
<http://www.ridecarts.com/services/disability>  
(800) 456-7433

**Austin Yellow Bike Project**  
[www.austinyellowbike.org](http://www.austinyellowbike.org) (512) 524-5299

**Transit Empowerment Fund (List of Organizations)**  
<https://www.transitempowermentfund.org/projects/transit-pass-program/>



## CHILDCARE RESOURCES

**Texas Workforce Solutions Childcare Services**  
<http://www.wfscapitalarea.com/ChildCareServices/ForParents> (512) 597-7191

**Texas Department of Family and Protective Services**  
[http://www.dfps.state.tx.us/Child\\_Care/Search\\_Texas\\_Child\\_Care/default.asp](http://www.dfps.state.tx.us/Child_Care/Search_Texas_Child_Care/default.asp) (512) 438-4800

**Partners Resource Network (Youth and Children with Disability)**  
<http://prntexas.org/texas-ptis/path-project/>  
(512) 969-1848



## VETERANS SERVICES

**Texas Veterans Commission**  
[www.texvet.org](http://www.texvet.org) (512) 341-4924

**Texas Veterans Portal**  
<https://veterans.portal.texas.gov/>

**Travis County Veterans Services**  
<https://www.traviscountytexas.gov/veterans-services>  
(512) 854-9340

**Center Point Texas Veterans Services**  
[www.cpinc.org](http://www.cpinc.org) (512) 279-2990



## SENIOR COMMUNITY RESOURCES

**Texas Workforce Commission**  
<https://twc.texas.gov/jobseekers/senior-community-service-employment-program>  
(512) 936-6024

**AARP**  
<https://www.aarp.org/aarp-foundation/our-work/income/scsep/>  
(512) 391-9299

**Austin Community College (Women 50+)**  
<http://sites.austincc.edu/back-to-work-fifty-plus/>  
(855) 850-2525

**Texas Department of Health and Human Services**  
<https://hhs.texas.gov/services/aging> (855) 937-2372



## VOCATIONAL REHABILITATION SERVICES

**Texas Workforce Solutions Vocational Rehabilitation**  
<https://twc.texas.gov/jobseekers/vocational-rehabilitation-services> (800) 628-5115

**ARCIL, Inc.**  
[www.arcil.com](http://www.arcil.com) (512) 832-6349

**Easter Seals**  
<http://www.easterseals.com/centraltx/>  
(512) 440-7819

