

# INFORMATION NOTICE

## WORKFORCE SERVICES

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TO: WORKFORCE DEVELOPMENT COMMUNITY

SUBJECT: ELECTRONIC JOB MATCH TOOL: *mySkills*, *myFuture*

The purpose of this Information Notice is to inform the workforce development community of the Department of Labor/Employment and Training Administration's new electronic tool: *mySkills*, *myFuture*. This tool enables previously employed job seekers to match their occupational skills and experiences with the skills needed in other occupations and industries, in order to enhance their career mobility and economic prospects.

The *mySkills*, *myFuture* tool is designed for use as either a self-help tool or with the assistance of expert advisors. It is intended for use by all job seekers with employment history (including dislocated workers), staff in One-Stop Career Centers, non-profit groups, community based organizations, entities that retrain workers, businesses, and economic development agencies.

Resource features of *mySkills*, *myFuture* include links to job banks, education and training courses, apprenticeships, and certifications. This tool also identifies high-growth and green occupations, and provides access to all other Career One-Stop electronic tools.

The *mySkills*, *myFuture* tool can be accessed at [www.myskillsmyfuture.org/](http://www.myskillsmyfuture.org/).

For more information regarding the *mySkills*, *myFuture* tool, please refer to [Training and Employment Notice 9-10](#).

/S/ MICHAEL EVASHENK, Chief  
Workforce Services Division