



**For Immediate Release**  
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## **Employer Managed Job Orders**

ALGONA - The Kossuth County Employers' Council (ECI) will be meeting on Wednesday, April 11, 2007 from 11:30 – 1:00 at the Pizza Ranch in Algona, Iowa. All employers, human resource personnel, and other staff members are invited to attend. The program features Chris Nilles, Workforce Advisor for Region 12 out of Sioux City, Iowa. She will be demonstrating how employers can register and create an account using the IWorks system to more effectively manage job orders. Participants will meet for lunch at The Pizza Ranch at 11:30 and will proceed with the meeting at noon.

Topics to be discussed today include:

- The difference between “Employer Managed” and “IWD Managed” job orders
- The nuts and bolts of entering job orders
- Writing an effective job description

Chris Nilles will entertain questions on all these topics.

Pre-registration is requested by Friday, April 6, 2007 to Paula Seely, 515-295-4602 or [seelyp@mercy.health.com](mailto:seelyp@mercy.health.com). Cost of the lunch will be \$6.93 and there will not be any other expenses. A certificate of attendance will be provided to attendees for recertification purposes.

The Kossuth County Employers' Council is a local employer group supported by Iowa Workforce Development Region 3 and 4, and is part of the statewide Employers' Council of Iowa system. This employer's group addresses workforce issues, and provides both educational and networking opportunities for employers and human resource professionals. Contact Bob Becker at [robert.becker@iwd.iowa.gov](mailto:robert.becker@iwd.iowa.gov) if you have questions about this training session or about the Kossuth County Employers' Council.

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