



October 18, 2018

Dear Prospective Employer:

Would you like to send company or agency representatives to scout amongst a large pool of talent at a free hiring event? As the Chair of the Committee on Workforce Development, Consumer Affairs and Culture, I believe it is imperative that we do all that we can to create opportunities for meaningful employment within the Territory. Hence, my office is facilitating a private-public collaborative to present an extensive, Territory-wide Job Fair themed, **"Putting People to Work"** to include interactive employer booths, on-site interviews, and engaging workshops and presentations that we would like to invite your agency to be a part of.

We recognize the need to:

- Increase the visibility of industries and businesses throughout the Territory
- Increase the engagement of the workforce and foster its development
- Increase the quality of connections made between job-seekers and employers and encourage the "right fit" for the success of both
- Elevate the standards throughout industries, particularly those dependent on excellent customer service

For job-seekers and employers alike, a job fair is a great networking platform and our aim is to craft a job fair that creates meaningful impact within the community with benefit to your company or agency at no cost to you. We desire to showcase and build excitement across industries and ultimately fill vacancies for functions vital to the quality-of-life within our community.

If you are interested in your company or agency increasing outreach, gaining access to a large pool of candidates at one major event, creating a positive impact on the community which your company or agency serves and thrives, and ultimately filling your vacancies with the "right fit," we invite you to register for the "Putting People to Work" Job Fair on November 3rd, 2018 at the UVI Sports and Fitness Center from 10am - 4pm.

Enclosed is the flyer for the Job Fair and a sample of the [Employer Registration Form](https://goo.gl/forms/w3t5YPsTOVKE1ul62) which can be done online at: <https://goo.gl/forms/w3t5YPsTOVKE1ul62>. Any questions, please feel free to call the office at (340) 693-3577.

Sincerely,

A handwritten signature in black ink, appearing to read "Janelle K. Sarauw".

Janelle K. Sarauw
Chairperson