

Office of Personnel Management
Retirement and Insurance Group



1920



1954



1959



1986

Benefits Administration Letter

Number: 96- 706

Date: October 8, 1996

SUBJECT Metro Area Reemployment Center

As you probably know, the Metro Area Reemployment Center opened in mid-May. The center, which is staffed with trained professionals, was established to assist employees who face job loss in finding other employment. It has access to automated job information, offers self-assessment tools, has pc's that people can use to work on resumes, etc. Also located at the center is the DC Dislocated Worker Unit, which will provide Rapid Response assistance, retraining services, job placement support, and unemployment insurance assistance. While the center was established for employees who face job loss, its services are available to all Federal employees.

We recently visited the center to see firsthand what it offers, and thought you might like the opportunity to do so, too. While a visit would probably be most valuable to those of you who are in agencies that are involved in downsizing, we all know that some people who would like to retire can only afford to do so if they have other employment available to supplement their income. Knowing what the center can offer might be useful in counseling such employees.

The center can accommodate groups of about 10 people at a time. If you would like to participated in a tour, please indicate your choice below and FAX your response to us. A tour takes about 30 minutes. The center staff is willing to schedule more tours if needed. If there are a number of you from your agency who would like to visit the center, you may want to call to ask about scheduling your own tour. The number is (202) 565-6672. The center, which is located in Room 650, 800 North Capitol Street, NW, is open from 8:30 a.m. to 4:00 p.m., Monday through Friday. The Union Station Metro stop is very convenient. There is limited street parking available.

Mary M. Sugar, Chief
Agency Services Division

I would like to visit the Reemployment Center on

_____August 6 at 10:00 a.m.

_____August 21 at 10:00 a.m.

_____August 13 at 10:00 a.m.

Name

Agency

FAX number

Phone number

FAX your response to (202) 606-1108