

WE ARE YOUR DOL



Department
of Labor

MY REEMPLOYMENT CHECKLIST

1

READ AND UNDERSTAND YOUR NYS DEPARTMENT OF LABOR UI CLAIMANT HANDBOOK

2

CREATE YOUR RESUME IN JOBZONE AND YOUR JOB MATCHING PROFILE IN THE VIRTUAL CAREER CENTER.

jobzone.labor.ny.gov | dol.ny.gov/virtual-career-center

3

LOCATE YOUR NEAREST NYS CAREER CENTER FOR JOB SEEKER SERVICES

dol.ny.gov/career-centers

4

PLAN YOUR WORK SEARCH ACTIVITIES FOR THE NEXT THREE WEEKS

5

CONDUCT AT LEAST THREE WORK SEARCH ACTIVITIES EACH WEEK

6

SCHEDULE YOUR WEEKLY WORK SEARCH ACTIVITIES ON A PERSONALIZED CALENDAR

7

SET UP REMINDERS AT THE BEGINNING OF EVERY WEEK TO REPORT YOUR WORK SEARCH ACTIVITIES FOR THE PRIOR WEEK

8

LOG YOUR WORK SEARCH ACTIVITIES COMPLETELY AND ACCURATELY AT JOBZONE.LABOR.NY.GOV



View the UI Claimant Benefit Process Guide