How to Look Up an Employer in SC WORKS

1. Locate the Services for Individuals section on your left-hand navigation menu. Under Job Seeker Services, click on “Employers.”

2. This will bring up a Search Criteria page where you can enter various criteria to search for an employer. The Area is pre-filled by the system, but you can change it by clicking on the Area link. You can also do a keyword search, as well as an Industry search by clicking on “Show Additional Search Options.” Click “Search” to run the search.

3. The search results will be listed, and you can click on the Company Name for additional details. On the informational page that pulls up, under the “Available Jobs By Occupation” section, the system will list any jobs that currently open for this employer.