**Concept Note To Establish a Job Agent Service**

**Overview:**

We have been dwelling in the most advanced and modern era where the technologies have been transforming our lifestyles. With this fast moving lifestyle, it becomes very important to cope up with the speed. If you lose the track of time and efficiency you would be lagging behind. And it's a well-known fact that no one wishes to lag behind of their competitors. Sometimes similar behavior is also found in the corporate world. The employees keep competing among themselves to prove their efficiency and worth. In such a situation there also exist people who are unemployed. Not that they are not capable of working but because they do not have proper access to the job opportunities and contacts to get themselves a worthy place. Now, here comes the role of our Job Agents or job agencies. Job Agencies are one of the sources to find companies and industries dealing in different sectors who require candidates every now and then.

**Main Objective Of Job Agent Services**

The main role of these job agencies is to address the issues of unemployment. The Job agencies have powerful contacts with the industries and companies, their HR department, managers and influencers. Through various job portals, they develop these contact and try their level best to bring eligible candidates to the companies. These job agencies have been developed to make sure that eligible candidates get aware of the proper job opportunities and do not miss any of them. Jon agencies hold a very important position in every city, state and countr. They provide the greatest platforms where people can easily engage with one another for professional purposes.

**Job Agencies Work in Batticaloa District**

Here we would be discussing mainly the unemployment issues that exist in the Batticaloa District of Sri Lanka and how to overcome it by adopting various ways. In this district, many eligible candidates who are quite qualified for various jobs are not aware of the job opportunities waiting for them. And due to this, the unemployment issues remains as it is. No one tries to resolve it or even find the reason behind the unemployment. This also gives rise to road rage and other criminal activities.

**Reason Behind Unemployment**

**#1 People Lack Basic Knowledge**

Due to the absence of proper communication system and media in the Batticaloa District, the people who are in search of jobs do not have appropriate medium to know about the job vacancies the exits in the job market. Moreover, it also happens that they are quite unsure about their eligibility and qualification which makes them under-confident to apply for the jobs. People do not have a proper CV, not updated and up to the mark. They do not have the basic knowledge of having a cover letter, and how to present themselves in the interview.

**#2 Employers Are Confused And Unaware Of Eligible Workers**

The problem with the employers of the company is that they are not sure about the means and the medium through which they could get hold of right eligible candidates. They have been spending a large sum of money on various advertising platform but do not have the correct access to it. Even after spending so much they are unable to find the right person for their organization. Because these advertisements do not reach 40 to 50% of people who do not access to such ads that are circulating in the market.

**How To Establish A Job Agency in Urban and Rural Areas**

**#1 Job Agencies And Their Responsibilities**

Job agencies are the main link who establish contact between both the parties through various ways. The platforms could be social media, leaflets, promotions, brochures and many more. When these advertisements reach the eligible candidate or job seekers gives them a proper place to contact. Job agencies build a database of this eligible person in all categories, qualification, and experience.

The agents will provide a platform where companies and organizations can simultaneously acquire the services and find eligible candidates for their work. These eligible candidates not only have access to any one company but a lot of them from differetn sectors. Similarly various comapnies also have the opportunity to meet numerous candidates and talk to them through interviews.

**#2 Facilities provided by Job Agencies**

The job agencies would help the people or job seekers to develop a perfect CV and cover letter. They will organize various development programs and workshops to help them understand and learn how to face interviews. Along with all these activities the final work is to apply to various companies and get interview calls.

**#3 The Complete Process Elaboration**

A nominal fee would be charged from the persons who are in search for the required job. Also, the people who have joined the program would be duly informed on updated vacancies by SMS, Viber, and WhatsApp whatever media preferred. The membership programs would create new activities on weekly or monthly basis where latest updates would be shared and people would be contanctly trained to get what they are looking for how to obtain that opportunity.

**#4 Demographic Location:**

The location of the agency is a must. As it would be set up at a convenient place from where it is easy for job seekers and employers to reach them. The location should be clearly specified on the brochures and leaflets and not create any ambiguity.

**#5 Building a Strong Network**

Every job agency must have a proper and strong network of job seekers as well as companies where they could apply. With a strong connection, they can help job seekers to apply to a maximum number of companies. This network is also beneficial for the employer as they will have a large number of candidates to select from.

**Conclusion:**

Well, its all been stated in this article as for how to establish a perfect job agency and what would be their role to improve the society by helping to get rid of unemployment issues. Also, we have seen different ways to implement job agencies in the Batticaloa District or Sri Lanka to remove unemployment issue. Jib agencies also have to be careful that there are human beings at both the end and be prepared of some uncertainty that can come up. Unemployment is the biggest issues and once resolved has the capability to improve the economic position of any company and also the country at large. As each and every individual will know their worth and will be satisfied with it. So keep working the direction where we can improve our society and also build our career through personal growth.