Get Career-Ready with Employ Prince George's in 5 Easy Steps

Ready to take the next step toward your career goals?

Employ Prince George's (EPG) is here to help you access career services, training opportunities, and the resources you need to succeed!

To begin the registration and intake process for **Intensive Career Services**, complete these five steps.

1 Register with Maryland Workforce Exchange (MWE)

Create or log in to your **Maryland Workforce Exchange** (MWE) account to begin the process.

Visit, mwejobs.maryland.gov

2 Attend an EPG Information Session

Learn more about available services, program requirements, and next steps.

1. Log in to your MWE account.
2. Navigate to your dashboard and select **Calendar**, then **Events**.
3. Register for an upcoming Employ Prince George's Information Session.

Virtual Information Sessions (via Zoom):

- **Monthly, 1st & 3rd Tuesday**
- **Monthly, 3rd Thursday**

If you have already attended an EPG Information Session, you do not need to attend again.

3 Upload Your Eligibility Documents

Upload all required eligibility documents to your MWE account.

Refer to the Eligibility Document Checklist provided by EPG to ensure you have submitted the necessary documentation.

Eligibility Document Checklist

Use the checklist from EPG for a list of required documents.

4 Complete Your Required Learning Activities

Before moving forward, you must complete:

- ☑ **Three (3) Career Readiness Workshops**
  The Résumé Workshop is required.
  Choose two additional Career Readiness Workshops.
- ☑ **Three (3) Matrix Learning Activities**
  Complete three online learning activities through the Matrix Learning platform.

Career Readiness Workshops: tinyurl.com/EPGCRW

Matrix Learning: pgc.metrixlearning.com

5 Confirm Completion with Intake & Admissions

Once you have completed Steps 1-4, notify **EPG Intake & Admissions** by emailing **intake.info@co.pg.md.us** or text **301-367-9643** to discuss your next steps.

Text your completion confirmation to:

301-367-9643

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