

Subject Line: My Reemployment Plan

Sent from: No-reply-mrp@ks.gov

Dear **Claimant name**,

You have been selected to participate in the My Reemployment Plan program. My Reemployment Plan is a collaboration between the Kansas Department of Commerce and the Kansas Department of Labor. As part of the My Reemployment Plan program you are required to complete two (2) items:

Program Requirements:

You have **SEVEN** days from the date this email was sent to complete the following:

- Upload or Build your resume in **KANSASWORKS.com**
- Job Search Plan form
- O*NET Interest Profiler

Failure to complete all items within seven (7) days may negatively impact your Unemployment Insurance (UI) benefits.

Instructions:

- 1) Log into your account at www.KANSASWORKS.com and update your account information. If you need help obtaining your username or resetting your password, you can contact **KANSASWORKS** via Live Chat on the **KANSASWORKS.com** website or call us at 877-509-6757.
- 2) Upload or build your resume on **KANSASWORKS.com**. Your resume must be set to **Active**.
- 3) Complete the **O*NET Interest Profiler**. Use your results to complete the **Skills Matcher** section of the **Job Search Plan** form.
- 4) Complete the **Job Search Plan** form.
- 5) Email your completed **Job Search Plan** form (both sides) to MRP@ks.gov. To prevent any delay to your UI benefits, send your email from the same email address you received this notification.

- Have Questions?**
- Visit www.kansascommerce.gov/mrp for more information.
 - Contact us via Live Chat at **KANSASWORKS.com**
 - Visit <https://www.kansasworks.com/contact> for the Workforce Center nearest you
 - Call 877-509-6757 to be connected to your closest Workforce Center.

We look forward to helping you in your Reemployment journey.



Please do not reply to this email. Replies to this message are routed to an unmonitored mailbox.

Equal Opportunity Programs. Auxiliary aids are available upon request to individuals with disabilities. The hearing impaired may contact the Workforce Center by calling the Kansas Relay Center at 1-800-766-3777.