


## Employment Workshops



*All are welcomed to register for our events!*

|   |   | 1  | 2  | 3   |
|---|---|--|--|---|
| To register for our upcoming events please go to:<br><b>www.ysbes.ca/events</b>   |   |  |  | <b>My first Job in Canada</b><br>10:00am<br>(In-person)   |
| 6   | 7   | 8  | 9  | 10  |
|   | <b>How Employers See Your Resume</b><br>10:00am - 11:00am<br>(Virtual)                                    |  | <b>How to Ace Your Next Interview</b><br>10:00am - 11:00am (Virtual)<br><b>Billings Bridge Mall Kiosk</b><br>11:30am - 3:00pm (In-person)  |   |
| 13  | 14  | 15   | 16   | 17  |
|   | <b>Better Jobs Ontario (Formerly Second Career) Information Session</b><br>10:00am - 11:00am<br>(Virtual) | <b>Bell Technical Solutions Recruitment Event</b><br>1:00pm (Virtual)                          | <b>Better Jobs Ontario (Formerly Second Career) Financial Forms Overview</b><br>10:00am - 11:00am (Virtual)<br><b>Language Assessment &amp; Referral Centre (LARC) Information Session</b><br>1:30pm (Virtual) |   |
| 20  | 21  | 22   | 23   | 24  |
| <br>Office Closed for the Family Day Holiday | <b>Billings Bridge Mall Kiosk</b><br>11:30am - 3:00pm (In-person)   | <b>ARX Fencing &amp; Logistics Hiring General Labourers</b><br>10:00am - 4:00pm<br>(In-person) | <b>How to Ace Your Next Interview</b><br>10:00am - 11:00am<br>(Virtual)  | <b>Regulated Professions &amp; Trades for Newcomers Information Session</b><br>1:00pm (Virtual) |
|   | <b>How Employers See Your Resume</b><br>1:30pm - 2:30pm (Virtual)   | <b>MS Excel</b><br>1:30pm - 3:30pm<br>(Virtual)  | <b>MS Excel 2</b><br>1:30pm - 3:30pm<br>(Virtual)  |   |
|   | <b>MS Word</b><br>1:30pm - 3:30pm (Virtual)   |  |  |   |
| 27  | 28  |  |  |   |
| <b>How to Apply to the City of Ottawa</b><br>1:30pm - 3:00pm<br>(Virtual)   | <b>Career Cruising</b><br>1:30pm - 2:30pm<br>(Virtual)  |  |  |   |



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# YSB Employment Services and ITO2.0 Employment Services

## February 2023 Event Calendar Description

| Event  | Description   |
|--|---|
| <b>ARX Fencing &amp; Logistics Hiring General Labourers</b>                  | General Labourer work under the leadership of the Director of Operations and Operations Manager, and aid with operational duties as assigned.   |
| <b>Bell Technical Solutions Recruitment Event</b>                            | They are seeking dedicated employees to fulfill the role of a Field Service Technician to support their ongoing growth and development. The Field Service Technician will be installing and repairing Bell's home phone, internet and Fibe TV.  |
| <b>Better Jobs Ontario (Formerly Second Career) Information Session</b>      | Better Jobs Ontario helps you train for a new job. It provides financial support to help eligible Ontarians participate in training for a new career. This on-line session will explain the Better Jobs Ontario program, who can apply, what kind of supports are available and how to begin the process.   |
| <b>Better Jobs Ontario (Formerly Second Career) Financial Forms Overview</b> | Better Jobs Ontario Financial Assessment online session will take interested applicants through an explanation of the application process and answer related questions they may have. It will cover what information potential clients need to provide and how to document it. This session is the companion session to the Information session, which provides details about qualifications for Better Jobs Ontario. |
| <b>Billings Bridge Mall Kiosk</b>  | We will have an information kiosk at the Billings Bridge mall, in the food court located on the second floor. Meet with one of our representatives to learn what programs and services are available and how we can support you with your employment and/or education/training goals.   |
| <b>How Employers See Your Resume</b>   | Having a resume that is effective and that stands out amongst the hundreds of applicants is critical in today's job market. This virtual session covers what every resume should contain to stand out. The session also includes how to create a great first impression with your cover letter.   |
| <b>How to Ace Your Next Interview</b>  | This session covers the new world of on-line job interviews and how to apply the old rules of preparing answers for common behavioural based questions. In addition, we will review what employers are expecting to hear (and see!) and how you can make your responses stand out in job interviews.  |
| Community Partner Events   |   |
| <b>Career Cruising</b>   | Career Cruising helps users find relevant careers and information about required training.  |
| <b>How to Apply to the City of Ottawa</b>                                    | Learn how to create an external profile in e-recruitment and apply.   |
| <b>Language Assessment &amp; Referral Centre (LARC) Information Session</b>  | The Language Assessment and Referral Centre is a centralized screening, assessment and referral centre for newcomers in Ottawa. We are pleased to offer both online and in-person language assessments.   |
| <b>MS Excel</b>  | Introduction to MS Excel  |
| <b>MS Excel 2</b>  | Learn how to create visual representations of your Excel data, how to use Pivot tables, and explore various Excel functions.  |
| <b>MS Word</b>   | Introduction to MS Word.  |
| <b>My first Job in Canada</b>  | Learn how to successfully land your first job in Canada. This workshop will review job search, resume, and interviews. <b>*Location: 150 Isabella St., Suite 201</b>  |
| <b>Regulated Professions &amp; Trades for Newcomers Information Session</b>  | Are you an internationally trained professional in a Canadian regulated profession or trade, trying to navigate how to become certified, and wanting to have orientation about the local labour market? Meet with our Newcomer Employment Specialist and learn how to get started in your career.   |

[www.ykses.ca](http://www.ykses.ca)