

# EVENTS CALENDAR OCTOBER 2024

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
30	1 <b>Best Interviews Tips &amp; Practise</b> <a href="#">Register</a> PRE-RECORDED	2 <b>Which Resume Fits Best?</b> <a href="#">Register</a> PRE-RECORDED	3 <b>How to Convey Accomplishments</b> <a href="#">Register</a> PRE-RECORDED	4
7	8 <b>Network Your Way to Your Next Job</b> <a href="#">Register</a> PRE-RECORDED	9 <b>Has Your Job Search Stalled?</b> <a href="#">Register</a> PRE-RECORDED	10 <b>Time Management &amp; Job Search Scheduling</b> <a href="#">Register</a> PRE-RECORDED	11 <b>How to Impress Employers with your Online Brand</b> <a href="#">Register</a> PRE-RECORDED
14 <b>Happy Thanksgiving!</b> Office Closed	15 <b>Cover Letter Secrets, Revealed</b> <a href="#">Register</a> PRE-RECORDED	16 <b>Which Resume Fits Best?</b> <a href="#">Register</a> PRE-RECORDED	17 <b>Get Prepared To Begin Your Job Search</b> <a href="#">Register</a> PRE-RECORDED	
21	22 <b>How to Convey Accomplishments</b> <a href="#">Register</a> PRE-RECORDED	23 <b>Better Jobs Ontario</b> 1:00 pm- 3:00 pm <a href="#">Register</a> LIVE IN PERSON	24 <b>Cover Letter Secrets, Revealed</b> <a href="#">Register</a> PRE-RECORDED	25
28 <b>Which Resume Fits Best?</b> <a href="#">Register</a> PRE-RECORDED	29 Yorkgate Bootcamp	30 Yorkgate Bootcamp	31 Yorkgate Bootcamp	

**EVENTS ARE FREE. REGISTRATION REQUIRED.**

Next-Steps Employment Centre—Downsview  
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**REGISTER:  
CALL US AT  
416-395-9559 SCAN  
OR CLICK QR CODE**



**DO NOT BE RESISTENT TO CHANGE! WHEN YOUR RESUME or JOB SEARCH ISN'T WORKING!**

The World has Changed! You Must Too!

“Which Resume Fits Best?” Your old Resume will never get you a job in today's world. Applicant Tracking Systems, ATS Scanners are used on ALL online job boards like Indeed, LinkedIn, and ALL company websites. 70% of all resumes are REJECTED if you do not follow proper formatting and content. DO you have ALL the Keywords in your resume? What is your resume scoring? DO you know?

### **DO You Need Cover Letters? YES!**

The etiquette for applying online, and why employers still want Cover Letters for most jobs are discussed. The purpose of the Cover Letter is quite different from your resume. Do not just regurgitate your Resume! Different purpose and different information. Find out more!

**MUST ATTEND** Resume Workshop and amend your existing Resume before booking One on One Resume session. Book One on One Resume, Cover Letter and Interview Assistance After Attending LIVE or RECORDED Workshops.

### **Innovative Interview, Tips and Techniques**

Preparation is the key to Interview Success. Your competition is prepared and so must YOU! What is your strategy? How to use P.A.R. or C.A.R. or S.T.A.R. to convey stories and accomplishments.

### **RECORDED WEBINARS:**

“Which Resume Fits Best?” RECORDED: Understand the CHANGES in Resume expectations from Employers. Do not ignore ATS' or you will never be contacted for an interview. You cannot fly by the seat of your pants in today's market. Update and understand why it is so important to use the posting and Keywords throughout your resume.

Cover Letter Secrets Revealed: RECORDED Learn about the importance of an excellent Cover Letter and how to target toward each Employer.

Zoom Interviews Tips & Preparation: RECORDED There are terrific tips and tricks that are relevant to all and will improve remote and in-person Interviews. Lighting, Camera, and Action!

Better Jobs Ontario (formerly, Second Career; Information Session): LIVE! Register with Next-Steps and meet with an Employment Advisor, and then the Employment Specialist Webinar to move forward with you are the application process.

Time Management Essentials, The Pomodoro Method: RECORDED Learn how to increase your productivity and stay on task with 7 Things to follow.

Dealing with Difficult/Different People in the Workplace: RECORDED Why do we just “click” with some people and “clash” with others! Find out Why?