

EVENTS CALENDAR November 2023

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
		Career Exploration Day 3 10:00-1:00pm In person workshop	Tips for Successful Job Search 1:00 pm-3:00pm In person workshop	One & One Resume Review By appointment job posting is required In person workshop
Resume and Cover Letter 10:00am-12:00pm In person workshop	How To Use Active Listening In Job Interviews 10:00am-11:30am In person workshop	Networking 101 10:00 am-11:30 am In person workshop	Better Jobs Ontario Information Session By referral only 10:00-12:00pm In person workshop	“Find out what you like doing best and get someone to pay you for doing it.”
	Resume and Cover Letter 10:00am-12:00pm In person workshop	Interview Preparation 10:00am-12:00pm In person workshop	Tips for Successful Job Search 10:00 am-12:00pm In person workshop	One & One Resume Review By appointment 10:00am-1:00pm job posting is required In person workshop
	Interview Preparation 10:00am-12:00pm In person workshop	One & One Resume Review By appointment job posting is required In person workshop		
	Tips for Successful Job Search 10:00 am-12:00pm In person workshop		Resume and Cover Letter 10:00 am-12:00 pm In-person workshop	

EVENTS ARE FREE. REGISTRATION REQUIRED.

Next-Steps Employment Centre—Don Mills
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REGISTER:
 CALL US AT
 416-395-5103 SCAN
 OR CLICK



Workshop Details

Tips for Successful Job Search: In this 2-hour workshop, new clients will learn more about the services offered by the centre and get tips on how to effectively conduct their job search.

Resumes & Cover Letters: Two-hour workshop in person. Please join us to ensure your cover letter and resume get seen by recruiters and Applicant Tracking System software. We will provide insider tips to make your resume gets you an interview!

One-on One Resume Review: This thirty-minute resume session that provides job seekers with the opportunity to receive professional feedback on their resumes from our Employment Specialist. Participants must attend the 2-hour workshop and bring their update resume with a job posting to this appointment.

Interview Preparation: In this 2-hour workshop. Participants will get tips on various types of interviews, interview questions and answers and how to be better prepared.

Better jobs Ontario Information Session: (formerly Second Career) Two- hour in-person workshop with an overview of the training programs, requirements, and general information. A referral from your Employment Advisor is required to ensure you qualify.

Networking 101: This workshop will help participants understand why Networking is so important in the job search process and get a better understanding of what networking is.

How to Use Active Listening Skills in Job Interviews. In this session we will provide you with techniques oh how you can become an active listener and discuss how important this skill is in the interviewing process.

Registration is required for all workshops!

November Career Tip

Treat every person you meet as a new addition to your Network, and a new opportunity.