

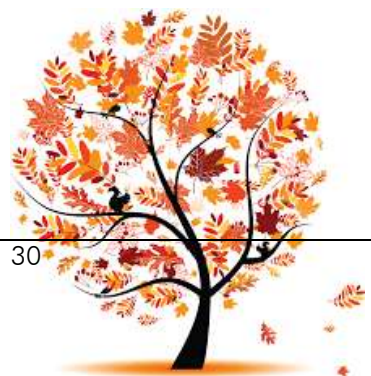



Monday	Tuesday	Wednesday	Thursday	Friday
<p>2018</p> 			<p>1</p> <p>Resume Formatting (Word) 9:30 – 12:00</p> <p>.....</p> <p>Letter Formatting (Word), Emailing & Attachments 1:00 – 3:30</p>	<p>2</p> <p><i>This Weekend!</i></p> 
<p>5</p>  <p>Smart Serve Course 9:30am – 3:00pm \$30</p>	<p>6</p> <p>Career Decision Making Part 1 9:30 – 3:30</p>	<p>7</p>  <p>JOB FAIR 2:30-5:00PM</p>	<p>8</p> <p>Career Decision Making Part 2 9:30 – 3:30</p>	<p>9</p>  <p>1:00PM</p>
12	<p>13</p> <p>Do What You Are 9:30 – 12:00</p> <p>.....</p> <p>Do What You Are 1:00 – 3:30</p>	<p>14</p> <p>Youth Job LINK Youth Job Search Prep 4:00 – 6:00</p>	<p>15</p> <p>Labour Market 9:30 – 12:00</p> <p>.....</p> <p>Labour Market 1:00 – 3:30</p>	<p>16</p>  <p>10:30-11:30</p>
<p>19</p>  <p>Employment Insurance 1:00 PM & Social Insurance Number Clinic 2:00 PM</p>	<p>20</p> <p>Resume Preparation 9:30 – 12:00</p> <p>.....</p> <p>Cover Letter Preparation 1:00 – 3:30</p>	<p>21</p> <p>Youth Job LINK Youth Job Search Prep 4:00 – 6:00</p>	<p>22</p> <p>Hidden Job Market 9:30– 12:00</p> <p>.....</p> <p>Hidden Job Market LinkedIn 1:00 – 3:30</p>	<p>23</p> 
<p>26</p> 	<p>27</p> <p>Interviewing 9:30 – 12:00</p> <p>.....</p> <p>Interviewing 1:00 – 3:30</p>	<p>28</p> <p>Youth Job LINK Youth Job Search Prep 4:00 – 6:00</p>	<p>29</p> <p>Resume Formatting (Word) 9:30 – 12:00</p> <p>.....</p> <p>Letter Formatting (Word), Emailing & Attachments 1:00 – 3:30</p>	<p>30</p> 



To register for these free workshops contact:
Career Solutions Corporation
 1367 Mosley Street, Wasaga Beach, ON, (705) 429-5543
info@careersolutions.ca www.careersolutions.ca



Are you considering re-training, self-employment or not sure what type of work you are interested in?

2 – Day Career Decision Making

- ✓ Designed for clients who are exploring career options and possibly considering re-training
- ✓ Several assessment tools are used to assist you in determining the best fit for your needs

*Do What You Are – Part 1 & Part 2 (*We advise that you should take Career Decision Making prior)*

- ✓ Understand your strengths and what makes you unique
- ✓ Learn about your “TYPE” and what occupations and fields are the best fit for you
- ✓ Explore assertive communication in job search and interviewing that impact your chances for being hired

Labour Market – Part 1 & 2

- ✓ Find the information you need to make decisions that will affect your job search, career exploration and help to complete training plans
- ✓ Use resources such as the internet, published articles, newspapers and reports to do your research

Are you job searching and know the type of work you want?

Resume Writing

- ✓ Resume styles to best demonstrate your skills to create your professionally targeted resume to get you the interview

Cover Letters that Work

- ✓ Use words that serve as your voice and communicate your style
- ✓ Learn techniques for writing concise, effective letters that entice employers to call you for an interview

Discover the Hidden Job Market

- ✓ Receive the inside scoop on job openings
- ✓ Get the information about occupations from credible sources by performing **Information Interviews** and using **Social Media** to assist you with your job search efforts
- ✓ Become effective at networking by creating your own style to suit your personality

Interviewing for Success – 2 Days

- ✓ Learn about the different types of interviews and preparation strategies
- ✓ Discover techniques employers use to find out more about you and how to read and use your body language to your advantage!
- ✓ Respond effectively to standard and behavioural interviewing questions

Job Link Career Prep

- ✓ For young adults between the ages 15-29, explores careers, labour market, personal, and life & work decision making skills.
- ✓ Career Exploration
- ✓ Job Search
- ✓ Understanding Today's Work Force

NEW

Social Insurance Number Clinic

- ✓ To apply, to request a confirmation, or to amend your social insurance number, please make an appointment to visit Career Solutions to meet with a Service Canada Representative