



# MISSISSAUGA EMPLOYMENT SERVICES

WORKSHOP & EVENTS SCHEDULE | JANUARY 2019

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	<b>1</b> CENTRE CLOSED NEW YEAR'S DAY	<b>2</b>	<b>3</b>	<b>4</b>
<b>7</b> RÉSUMÉ CRITIQUE (PRE-REQUISITE: DYNAMIC RÉSUMÉ WRITING WORKSHOP) 9:00 am—3:00 pm (By appointment only)	<b>8</b> SETTLEMENT SERVICES 9:30 am—12:00 pm (By appointment only)	<b>9</b> DYNAMIC RÉSUMÉ WRITING 9:00 am—12:30 pm	<b>10</b>	<b>11</b> SECOND CAREER INFORMATION SESSION 9:00 am—12:00 pm
<b>14</b> RÉSUMÉ CRITIQUE (PRE-REQUISITE: DYNAMIC RÉSUMÉ WRITING WORKSHOP) 9:00 am—3:00 pm (By appointment only)	<b>15</b> MENTORING FOR NEWCOMERS INFORMATION SESSION 9:00 am—12:00 pm	<b>16</b> DYNAMIC RÉSUMÉ WRITING 9:00 am—12:30 pm	<b>17</b> ACE YOUR INTERVIEW 9:00 am—12:30 pm	<b>18</b>
<b>21</b> RÉSUMÉ CRITIQUE (PRE-REQUISITE: DYNAMIC RÉSUMÉ WRITING WORKSHOP) 9:00 am—3:00 pm (By appointment only)	<b>22</b>	<b>23</b> DYNAMIC RÉSUMÉ WRITING 9:00 am—12:30 pm	<b>24</b>	<b>25</b> POWER OF LINKEDIN AND INTERNET IN JOB SEARCH 9:00 am—12:00 pm
<b>28</b> RÉSUMÉ CRITIQUE (PRE-REQUISITE: DYNAMIC RÉSUMÉ WRITING WORKSHOP) 9:00 am—3:00 pm (By appointment only)	<b>29</b> MENTORING FOR NEWCOMERS INFORMATION SESSION 9:00 am—12:00 pm	<b>30</b> DYNAMIC RÉSUMÉ WRITING 9:00 am—12:30 pm	<b>31</b> ACE YOUR INTERVIEW 9:00 am—12:30 pm	

## January Workshop/Event Description

**EXPLORE THE POWER OF LINKEDIN AND INTERNET IN YOUR JOB SEARCH:** Workshop on navigating through occupation specific websites, exploring internet job boards, conducting research on industry clusters and developing/enhancing your LinkedIn Profile.

## January Workshop/Event Descriptions

**DYNAMIC RÉSUMÉ WRITING:** Learn how to write a targeted résumé using résumé writing basics; utilize powerful action verbs, keywords and accomplishment statements. **The right one will make a difference.** January 9, 16, 23 and 30

**ACE YOUR INTERVIEW:** Discover how to handle challenging interview questions with confidence. Learn how to collect, compile and present information that showcases your skills and experience. Find out the common mistakes that happen in interviews and how to avoid them. **January 17 and 31**

**MENTORING FOR NEWCOMERS INFORMATION SESSION:** Learn about The Mentoring Partnership, a government-funded program that brings together recent skilled immigrants and established professionals in occupation-specific mentoring relationships. Find out about what it takes to become a “mentee” and get the inside perspective on your career path. **January 15 and 29**

**POWER OF LINKEDIN AND INTERNET IN JOB SEARCH:** A workshop for individuals on how to target potential employers, navigate through online directories and create/enhance your professional profile on LinkedIn. **January 25**

**SECOND CAREER INFORMATION SESSION:** The Second Career information session will help recently laid-off, unemployed workers make the transition to a new career in a high skilled occupation that is in demand. Second Career Strategy provides financial assistance based on individual needs to assist people with some of the costs associated with long-term training plans. **January 11**

**RÉSUMÉ CRITIQUE—By appointment only:** Dynamic Résumé Writing Workshop must be completed in advance. **January 7, 14, 21 and 28**

**SETTLEMENT SERVICES—By appointment only:** Settlement Counsellor from Peel Multicultural Council is on hand to assist newcomer clients and families in adjusting to new life in Canada. Counsellor can assist with interpretation and translation of documents, applying for SIN cards and social assistance, language classes, schools, health care and Canadian Citizenship. **January 8**



**Available Mississauga (MiWay) transit routes**  
**10, 45, 46, 64, 87**