



MISSISSAUGA EMPLOYMENT SERVICES

WORKSHOP & EVENTS SCHEDULE | OCTOBER 2018

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1	2 MENTORING FOR NEWCOMERS INFORMATION SESSION 9:00 am—12:00 pm KNOW YOUR RIGHTS IN THE WORKPLACE 9:00 am—10:30 am	3 DYNAMIC RÉSUMÉ WRITING 9:00 am —12:30 pm	4 ACE YOUR INTERVIEW 9:00 am —12:30 pm	5
8 THANKSGIVING DAY CENTRE CLOSED	9 KNOW YOUR RIGHTS IN THE WORKPLACE 9:00 am—10:30 am SETTLEMENT SERVICES 9:30 am—11:30 am	10	11	12 SECOND CAREER INFORMATION SESSION 9:00 am—12:00 pm
15 RÉSUMÉ CRITIQUE (PRE-REQUISITE: DYNAMIC RÉSUMÉ WRITING WORKSHOP) 9:00 am—3:00 pm (By appointment only)	16 MENTORING FOR NEWCOMERS INFORMATION SESSION 9:00 am—12:00 pm KNOW YOUR RIGHTS IN THE WORKPLACE 9:00 am—10:30 am	17 DYNAMIC RÉSUMÉ WRITING 9:00 am —12:30 pm	18 ACE YOUR INTERVIEW 9:00 am—12:30 pm	19
22 RÉSUMÉ CRITIQUE (PRE-REQUISITE: DYNAMIC RÉSUMÉ WRITING WORKSHOP) 9:00 am—3:00 pm (By appointment only)	23 KNOW YOUR RIGHTS IN THE WORKPLACE 9:00 am—10:30 am		25	26
29 RÉSUMÉ CRITIQUE (PRE-REQUISITE: DYNAMIC RÉSUMÉ WRITING WORKSHOP) 9:00 am—3:00 pm (By appointment only)	30 KNOW YOUR RIGHTS IN THE WORKPLACE 9:00 am—10:30 am	31 DYNAMIC RÉSUMÉ WRITING 9:00 am —12:30 pm		

October Workshop/Event Descriptions

KNOW YOUR RIGHTS IN THE WORKPLACE: Information Session on The Employment Standards Act (ESA) and your rights in the Workplace. **October 2, 9, 16, 23 and 30 from 9:00 am - 10:30 am**

DYNAMIC RÉSUMÉ WRITING: The right one will make a difference. Learn how to write a targeted résumé using résumé writing basics; utilize powerful action verbs, keywords and accomplishment statements. **October 3, 17 and 31**

October Workshop/Event Descriptions

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. **October 4 and 18**

SECOND CAREER INFORMATION SESSION: The Second Career Strategy 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. **October 12**

RÉSUMÉ CRITIQUE—By appointment only: Dynamic Résumé Writing Workshop must be completed in advance. **October 15, 22, and 29**

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. **October 9**

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. **October 2 and 16**



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