

# SETTLEMENT SERVICES WORKSHOP CALENDAR NOVEMBER 2018

\* Space is limited so please call 905.670.1967 or email [services@peelcareer.com](mailto:services@peelcareer.com) to register!\*

TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
		1	2
6	7	8	9
13	<p>14 1-on-1 Resume Help 12:00 p.m. - 2:00 p.m. (Courtyneypark Branch Library)</p> <hr/> <p>Interview Skills Workshop 2:00 p.m. - 4:00 p.m. (Courtneypark Branch Library)</p>	<p>15 Canadian Workplace Culture 10:00 a.m. – 12:30 p.m. (PCAS)</p> <hr/> <p>Newcomer Welcome Club (<b>Mandarin</b>) 1 p.m. – 2 p.m. 690 Dorval Drive, Suite 100 Oakville</p> <hr/> <p>Job Search Strategies for Newcomers <b>Mandarin</b> 2 p.m. – 3 p.m. 690 Dorval Drive, Suite 100 Oakville</p>	16
<p>20 1-on-1 Resume Help 2:00 p.m. - 4:00 p.m. (Churchill Meadows Branch Library)</p> <hr/> <p>Interview Skills Workshop 6:00 p.m. – 8:00 p.m. (Frank McKecknie Branch Library)</p>	21	<p>22 Interview Skills Workshop 10:00 a.m. - 12:00 p.m. 3050 Confederation Pkwy, Unit 302 Mississauga, ON, L5B 3Z6</p>	<p>23 Canadian Import and Export System Introduction Workshop <b>Mandarin</b> 10 a.m. – 12 p.m. (PCAS)</p> <hr/> <p>Youth Job Search Workshop 10 a.m. – 12 p.m. (PCAS)</p>
<p>27 First Canadian Resume Workshop &amp; Personal Branding Workshop <b>Arabic</b> 10:00 a.m. - 12:00 p.m. 690 Dorval Drive, Suite 100 Oakville</p>	28	29	30

## WORKSHOP DESCRIPTIONS

**Canadian Workplace Culture** – This session will help you adapt and integrate into Canadian society and the Canadian workplace by learning the subtle differences in the Canadian work environment. Learn about the influence culture has on workplace behaviour, resume vs. CV, job search and personal branding as a Newcomer to Canada.

**First Canadian Resume** - Your resume is often the first point of contact between you and an employer. If you are a newcomer to Canada and interested in how to write an effective resume for the Canadian job market, join our workshop where you will learn the basics of resume writing, how to highlight your skills and what the difference is between a resume and a CV. **Workshop will be held in Arabic.**

**Personal Branding** - This session orients newcomers on new technologies used to find a job. Clients learn how to use a QR code to place their resumes in a contact card. Encourages professional networking through social media, specifically using LinkedIn and Vistaprint to make contact cards to distribute when they attend professional network events, job fairs and job interviews. **Workshop will be held in Arabic.**

**Interview Skills** - Join an interactive workshop on learning how to market yourself during an interview. You will discover how to answer tough interview questions, dress for success and fully prepare to meet the employer requirements.

**Newcomer Welcome Club** - This workshop will inform and guide on a variety of benefits and programs available to newcomers and their families such as GST/HST credits, Dental and Drug programs, Child Care Subsidy. **Workshop will be held in Mandarin.**

**Job Search Strategies for Newcomers** - This workshop provides the information about Canadian labour market trends, government-funded job search programs and job search strategies for newcomers. **Workshop will be held in Mandarin.**

**Canadian Import and Export System Introduction** - Through this workshop, client obtained the information about introduction to Canadian Export and Import System, documents/things preparation before importing/import process/duties and taxes, documents/things preparation before exporting/export process. **Workshop will be held in Mandarin.**

**Youth Job Search Workshop** – this session is for anyone between the ages of 15 to 29 searching for employment. Participants will receive guidance on important job search techniques and resources.

Eligibility: Permanent Residents, Convention Refugees, and Live-in Caregivers  
(Proof of eligibility is required to register for all workshops)

**Workshops are available FREE of charge!**

**\* Space is limited so please call 905.670.1967 or email [services@peelcareer.com](mailto:services@peelcareer.com) to register!\***

**PCAS:** 975 Meyerside Drive, Mississauga, ON, L5T 1P9

Courtneypark Branch Library  
730 Courtneypark Dr. W.,  
Mississauga, ON L5W 1L9

Churchill Meadows Branch Library  
3801 Thomas Street  
Mississauga, ON, L5M 7G2

Frank McKechnie Branch Library  
310 Bristol Rd. E.  
Mississauga, ON, L5Z 3V5