

116 Industry Street LEF Workshop Sessions February 2019

Debt Management Strategies

Wednesday February 6

2:30pm to 4:30pm

Room: Fergy Brown

How to Upload your Resume when Applying Online

Thursday February 7

2:30pm to 4:00pm

Room: Computer Lab

Patience and Practitionership

Friday February 8

10:00am to 12:00pm

Room: 707

Hiring Events

Registration for Employment Job Fair

February 4 to February 8

10:00am to 3:00pm

Saving and Reaching your Financial Goals

Wednesday February 13

2:30pm to 4:30pm

Room: Biindigen

Personality Dimensions

\$10.00 dollar fee

Friday February 15

9:00am to 12:30pm

Room: Fergy Brown

Income Tax Preparation

Friday February 22

1:00pm to 2:30pm

Room: Biindigen

Resume Writing Assistance

Tuesday February 19

10:00am to 3:00pm

Second Career Information Session

Tuesday February 26

10:30am to 12:00pm

Room: Biindigen

Housing Connections Tips

Wednesday February 27

10:30am to 12:00pm

Room: Biindigen

Personal Accountability and Discipline

Thursday February 28

10:00am to 12:00pm

Room: 707

Network with Employers at a Job Fair

Wednesday February 20

2:30pm to 4:00pm

Room: Fergy Brown

Workshops at other locations:

Citizenship Test Preparation Classes

Eatonville Library 430 Burnhamthorpe Road

6:00pm to 8:00pm

When: Monday, February 4, 11, 25 also Monday, March 4, 18 and 25

Employment Job Fair

Friday February 22

10:00am to 2:00pm

Basic Computer Skills Classes

On-going Program Every Wednesdays

2:30pm to 4:30pm

Room: Computer Lab

Workshop Descriptions

Debt Management Strategies

Debt solutions and strategies to get out of debt can vary for everyone, however, the sooner someone is able to deal with their debt, the more options they generally have available to them

How to Upload your Resume when Applying Online

Whether you upload your resume as an email attachment or on a job search site, the employer will see the title of your resume. A good title will simply include your name and the title of the job for which you are applying

Patience and Practitionership

Quality of being patient, as the bearing of provocation, annoyance, misfortune, or pain, without complaint, loss of temper, irritation, or the like an ability or willingness to suppress restlessness or annoyance when confronted with delay

Saving and Reaching your Financial Goals

Identify your debt and use these tips to pay it off. Maintain a strong credit report to accomplish your financial goals

Personality Dimensions

The latest generation of personality assessments. Recognise Strengths and Appreciate Differences

Income Tax Preparation

Compilation and organization of supporting documentation required to prepare income tax returns

Housing Connections 101

Everything you need to know; tips, tools and understanding the Housing Connections system

Second Career Information Session

Second Career provides eligible laid-off workers with skills training to help them find jobs in high-demand occupations in Ontario

Network with Employers at a Job Fair

Job fairs give you opportunities to meet with representatives from many employers. The purpose of going to a job fair is not to ask for a job but to develop relationships that might lead to a job

Resume Writing Assistance

This will help you understand the styles of resumes for the work field, what should you include on a resume to get an employer's attention, capture their interest, promote your most desirable skills and motivate them to take action by inviting you to an interview