

YWCA TORONTO EMPLOYMENT CENTRE

2425 Eglinton Avenue East, Suite 303

Call to register today!
416.264.5788

Learn About Our Services: Meet a Career Advisor – Looking for work is easier when you are not doing it alone. Understand the advantages, processes and incentives of working with Employment Ontario and YWCA Toronto. [Phone/Online/In person](#)

Refresh Your Résumé: Résumé Workshop – Transform your résumé into a targeted marketing tool that will get noticed by employers and get you interviews. References will also be discussed. [Zoom](#)

How to Ace Your Interview: Interview Skills Workshop – Learn how to prepare for an interview and how to respond effectively. Explore interview formats, questions to ask an employer and hidden intentions from questions. [Zoom](#)

Tell Me About Yourself & Other Tough Interview Questions – In this workshop we focus on how to stand out in an interview and how to answer tough interview questions. You will get a chance to practise responses and build confidence. [Zoom](#)

One-on-one Résumé Help – For YWCA Toronto registered clients and new clients of YWCA Toronto only. Our staff will assist with revising your résumé and cover letter. [Phone/Email/Zoom/In person](#)

Settlement Services and Resources – For newcomers living in the area to learn about services and resources for individuals, couples and families. Provided by Catholic Cross-Cultural Services. [Online](#)

Better Jobs Ontario Information Session – Learn about eligibility, suitability, skills training, financial assessment and more. The objective of Better Jobs Ontario is to support unemployed individuals requiring skills training. [Zoom](#)

Evaluate Your Skills: Typing, Bookkeeping and More – Arrange for an appointment to test yourself and discover your scores. [Online testing](#)

Energize your Job Search! – Is your job search working? Are you getting calls for interviews? If not, join our workshop where you will learn tips and techniques to refresh your job search. [Zoom](#)

Cover Letters That Work! – Learn how to write a strong cover letter, how to match it to the posting and get noticed. [Zoom](#)

Career Cruising – Explore careers that are suited for you. Find out how to access career assessments and identify your strengths and interests. [Zoom](#)

For all online workshops and fairs you must register your name and email with your Career Advisor or our Front Desk.

EQUIPMENT NEEDED FOR ZOOM PRESENTATIONS:

Computer/Laptop/Tablet/Android Phone/iPhone with microphone or headset. Please **log onto ZOOM 15 minutes prior to session** to check that both video and audio are working.

TIPS: Cell Phone Instruction: https://youtu.be/IO206_NezaY

EXPRESS EMPLOYMENT PROFESSIONALS CAREER INFORMATION EVENT– JANUARY 11, 2024 AT 1:50p.m.

NOW HIRING: General Labourers, Administrative Assistants, Forklift Operators, Accounting Clerks, Inside/Outside Sales Representatives, Welders, AZ/DZ Drivers. **Learn about:** Job opportunities, the hiring process, and employer requirements and wages.

BE PREPARED TO EMAIL YOUR RÉSUMÉ [DRESS FOR SUCCESS](#)

TORONTO ZOO CAREER EVENT – JANUARY 16, 2024 AT 1:50p.m.

Explore a diverse range of roles: **Wildlife and Science:** Vet care/research, **Facilities and Infrastructure:** Maintenance/exhibits, **Strategic Communications and Guest Experience:** Events/guest services, **Administration Support:** Finance/HR **Don't miss:** tips for successful interviews and resumes, application process guidance, and an interactive question and answer session.

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VIRTUAL OPEN HOUSE – JANUARY 17, 2024 AT 1:50p.m.

LOOKING FOR WORK? YWCA TORONTO EMPLOYMENT CENTRE is committed to supporting you on your path to employment. **WE PROVIDE FREE EMPLOYMENT SUPPORTS TO WOMEN, MEN, GENDER DIVERSE PEOPLE AND YOUTH.** Come learn about our free employment services, programs and meet some of our staff! Call us at 416.264.5788 to register.

CORRECTIONAL SERVICES RECRUITMENT INFORMATION EVENT- JANUARY 24, 2024 AT 1:50p.m.

The Ministry of the Solicitor General is recruiting Correctional Officers. Starting salary is \$28.69 - \$33.74 per hour. You will: Learn about the open job opportunities, the hiring process and find out what skills the employer is looking for.

Requirements: Legally able to work in Canada, over 18 years of age and high school diploma or equivalent.

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BY INVITATION ONLY:

SINAI HEALTH CAREER INFORMATION EVENT- JANUARY 25, 2024 AT 1:50p.m.

Only individuals who meet the following criteria will be able to join this event: Diploma in Medical Administration or Office Administration, able to type 40 words per minute, minimum one year experience, and exceptional customer service skills (mandatory). Email resume to your Career Advisor and arrange a time to do a typing test.

ALL OF OUR JOB FAIRS AND INFORMATION EVENTS ARE VIA ZOOM
You will be invited to join once your name and email address are registered with your Career Advisor or Front Desk Client Service Worker.
Please Call to Register: 416.264.5788 or email your Career Advisor



YWCA
TORONTO

NATIONAL ADVOCACY
COMMUNITY ACTION.



EMPLOYMENT
ONTARIO
Your job is out there. We'll help you find it.

2425 Eglinton Avenue East, Suite 303, Scarborough | T 416.264.5788 | F 416.264.3140

Monday-Friday, 9am-5pm | ywcatoronto.org/employment |