

Employment services made easy



 **MOHAWK**
COLLEGE

COMMUNITY
EMPLOYMENT
SERVICES

We can help you find work!



Let us help you with:

- Job search and resume support
- Skill and strength identification
- One-on-one guidance

**EMPLOYMENT
ONTARIO**

This Employment Ontario service is funded in part by the Government of Canada and the Government of Ontario.

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Community Employment Services provides **free** employment services. We work with registered clients to help them reach their goals.

If you are looking for work, consider meeting with our team and completing a questionnaire to determine what services you can access. If you qualify, you could benefit from:

Service planning and coordination
Community resources to support job search
Job matching, placement and incentives
Job/training retention to sustain long-term employment

Online Service Delivery: Adapting to COVID-19



- Monday – Friday
- 8:30 am – 5:00 pm
- Virtual, email, and phone service delivery

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We are still open!

Although our offices are closed, we are still delivering employment assistance **Monday through Friday from 8:30 am - 5:00 pm by phone and Zoom meetings**. In an effort to protect the health and safety of our Mohawk Community and the general public, the Mohawk College Community Employment Services buildings and offices at both the Fennell Campus, 135 Fennell Avenue West and 163 Centennial Parkway will remained closed until further notice.

How to contact us -

- Call us at 905 575-2177 or email jobs@mohawkcollege.ca and we will get back to you within 2 business days
- Complete the **Sign up for free Employment Services** form on our website <https://www.mohawkcollege.ca/community-employment-services>
- Follow us on Social Media

Program Eligibility



- Legally entitled to work in Canada
- Unemployed or working less than 20 hours per week
- Not currently in full time high school, college, university or training

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After contacting our office, an appointment with an Employment Consultant will be set up to determine eligibility and suitability for the program.

Our Services



- Resources and information to support job search (e.g., job postings, career exploration tools)
- Workshops and employer networking events
- Academic upskilling support (e.g., upgrading, apprenticeship, Second Career)
- Job matching, placement and retention support

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Based on your completed assessment, you may qualify for:

Resources and support for career exploration, goal setting, job search, company research, interview preparation and job acceptance

Workshops, employer engagement and recruitment/networking events

Apprenticeship and upgrading information

Assistance with Second Career applications

Job matching, placement and incentives

Job/training retention to sustain long-term employment

Service planning and coordination

Additional Free Services

Access to CareerCruising and career exploration tools

Specialized training – WHMIS, Safety Awareness, AODA, Customer Service, etc.

Specialized workshops – Money Management, Employment Standards, Apprenticeship Information, Preparing for a Virtual Job Fair, etc (check our website calendar for more information

<https://www.mohawkcollege.ca/community-employment-services>)

Access to job postings, and employer networking and recruitment events

Information on local training programs – pre-apprenticeship, City School Programming, etc.

Resource and Information: Individuals can obtain information about:

- Careers, occupations and labour market resources
- Education, training and employment opportunities
- Other community programs and services, academic upgrading, literacy services and other resources that support employability
- Resources for resume and cover letter creation, interview preparation and job search strategies
- **When we are open**– free access to computers, internet, fax machines, photocopying, phone Workshops and staff guidance is available

Second Career



- Have you been laid off?
- Are you unemployed or working less than 20 hours per week?
- Are you seeking training and education for a new career in Ontario?

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What is Second Career?

Second Career is a Government of Ontario grant program that helps laid off workers get back to work in high demand [occupations](#) (link to programs). You may qualify for up to \$28,000 or more in some cases to pay for: books, living expenses, help caring for independents, travel & transportation disability supports and other living and training costs.

If you have been laid off, are unemployed or working less than 20 hours per week and are seeking training and education for a new career in Ontario – you may be eligible.

Our team will work with you to complete an assessment interview to determine your eligibility and provide you with information on next steps.

Check our Employment Resources calendar to attend an info session

or email ces@mohawkcollege.ca with **SECOND CAREER** in the subject line.

Second Career is only available to those who qualify.

Is this for me?



- I need help with my job search
- I want to develop my skills to help me become career ready
- I want to learn more about in-demand careers in our community
- I am ready to work 20 hours a week or more

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Contact Information



There are three ways to contact our team:

- Call us at (905) 575-2177
- Email us at jobs@mohawkcollege.ca
- Complete our online [form](#)

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