



springboard
CONNECT. INSPIRE. ACHIEVE.

EMPLOYMENT SERVICES

JUNE

Our team of Employment Specialists and Recruitment and Retention Specialists are working virtually to support you with your employment needs, including:

- Employment counselling via phone, Skype, or Zoom
- On-site appointments available, must call to pre-book.
- Resume and Video Resume services
- Pre-employment webinars
- Second Career support
- Virtual job fairs and paid placements
- Online skills training and certification for WHMIS, Smart Serve, Food Handler, and Customer Service

To register for our services or to speak with an Employment Specialist, please [click here to register!](#)

EMPLOYMENT ONTARIO

3195 Sheppard Ave E., Unit 105
Toronto, ON

	MON	TUE	WED	THU	FRI
		1 Winning Resume/ Cover Letter Webinar 3:00 pm – 4:00 pm	2 LinkedIn/Networking Webinar 11:00 am – 12:00 pm	3 Money Management Webinar 11:00 am – 12:00 pm	4 Amazon Information Session Webinar 2:00 pm – 3:00 pm
7 One-on-One Resume/ Cover Letter/Mock Interview Session By Virtual Appointment Only	8 Bridging the Gaps in Your Resume Webinar 11:00 am – 12:00 pm	9 Get Hired: Interview Skills Webinar 1:00 pm – 2:00 pm	10 Second Career Information Session Webinar 1:00 pm – 2:00 pm	11 Occupational Research and Enhanced Job Search Webinar 11:00 am – 12:00 pm	
14 One-on-One Resume/ Cover Letter/Mock Interview Session By Virtual Appointment Only	15 Money Management Webinar 11:00 am – 12:00 pm	16 Interview Skills for Mature Workers Webinar 11:00 am – 12:00 pm	17 Apprenticeship Information Session Webinar 11:00 am – 12:00 pm	18 Winning Resume/ Cover Letter Webinar 1:00 pm – 2:00 pm	
21 One-on-One Resume/ Cover Letter/Mock Interview Session By Virtual Appointment Only	22 LinkedIn/Networking Webinar 2:00 pm – 3:00 pm	23 Winning Resume/ Cover Letter Webinar 3:00 pm - 4:00 pm	24 Virtual Open House Register 2:00 pm – 3:00 pm	25 Get Hired: Interview Skills Webinar 11:00 am – 12:00 pm	
28 Digital Media For Small Businesses Registration 2:00 pm – 4:00 pm	29 Bridging the Gaps in Your Resume Webinar 11:00 am – 12:00 pm	30 Virtual Hiring Event Registration 12:00 pm - 5:00 pm			

WORKSHOP DESCRIPTIONS

Get Hired: Interview Skills

Learn interview skills techniques and how to tackle some of the most common interview questions.

Winning Resume and Cover Letter

Learn to create and update a resume and cover letter to get the job you want.

Second Career Information Session

Learn about your Second Career options available through funded government training.

LinkedIn & Networking

Learn how to make an effective LinkedIn profile and use LinkedIn to network and job search.

One-on-One Mock

Interviews/Resume/Cover Letter Writing

Book a 1:1 appointment with a Springboard staff to brush up on your interview skills or review your resume and cover letter!

Apprenticeship Information Session

Learn about the application process and career opportunities through Ontario's apprenticeship program.

Money Management

Learn how to manage your personal finances and create a realistic budget! Topics include: creating and managing a budget. tips for maintaining a good credit score and saving money.

Occupational Research and Enhanced Job Search

Learn to maneuver through today's job market and find the right job for you.

Bridging the Gaps in Your Resume

Learn how to navigate job applications and interviews when you have a gap in your experience!