

FEBRUARY 2012

Speak with our staff to book an appointment or register for a workshop.

Services Offered Daily

Speak to one of our staff about the services and resources we provide:

- career planning
- employment opportunity connections
- job search assistance
- one on one coaching
- labour market information
- job fair information
- program referrals
- access to community supports/events
- Career Cruising
- computer and internet access
- laser printers, scanners, photocopiers

Workshops & Services

METIS NATION OF ONTARIO - 6TH DROP-IN

RESUME DEVELOPMENT - 7th

MANAGING CONFLICT IN THE WORKPLACE - 9th

COVER LETTERS - 13th

ENGLISH CONVERSATION CAFE - 7th, 14th, 21st & 28th

INTERVIEW SKILLS - 15th

EMPLOYMENT OPPORTUNITIES SYSTEM - 16th

LINKEDIN - 22nd

CUSTOMIZE YOUR RESUME - 23rd

WE ALSO OFFER 1 ON 1 APPOINTMENTS. PLEASE CONTACT US FOR MORE DETAILS

MONDAY

TUESDAY

WEDNESDAY

THURSDAY

FRIDAY

1

2

3

6

METIS NATION OF ONTARIO DROP-IN
9 AM TO 4 PM

7

RESUME DEVELOPMENT
9:30 AM TO 12 PM
CONVERSATION CAFE
5 TO 7 PM

8

9

MANAGING CONFLICT IN THE WORKPLACE
9:30 AM TO 12 PM

10

13

COVER LETTERS
1 TO 4 PM

14

ENGLISH CONVERSATION CAFE
5 TO 7 PM

15

INTERVIEW SKILLS
9:30 AM TO 12 PM

16

EMPLOYMENT OPPORTUNITIES SYSTEM - 4 TO 6 PM

17

CENTRE CLOSES AT 4

20

STATUTORY HOLIDAY (Closed)

21

ENGLISH CONVERSATION CAFE
5 TO 7 PM

22

LINKEDIN
9:30 AM TO 12 PM

23

CUSTOMIZE YOUR RESUME
9:30 AM TO 12 PM

24

27

28

ENGLISH CONVERSATION CAFE
5 TO 7 PM

29

Metro Hall Employment Services

55 John Street (King/John)

Telephone: 416-338-2749

Fax: 416-338-09710

Hours of Operation:

Monday to Friday

8:30 AM to 4:30 PM

www.toronto.ca/socialservices