

EMPLOYMENT SERVICES

RESOURCE & INFORMATION

Clients have access to the following information:

- Resource Library, Internet, Photocopier, Fax and Telephones
- Labour Market Information
- Job Postings
- Community Service Supports
- Job Search Assistance
- Occupational and Training Requirements
- Eligibility/Suitability for Employment Ontario Programs.

JOB SEARCH

Clients receive assistance in career exploration and goal setting, skills and interests assessments, interview and employment preparation skills and support for clients in planning and conducting a job search. We can assist with an assessment of qualifications compared to job requirements.

CLIENT SERVICE PLANNING & COORDINATION

Clients are served through independent job search and can receive assistance through various Employment Services to reach employment goals. Services include Academic Upgrading, Second Career, Essential Skills, Apprenticeship and Specialized Service for Skills Immigrants such as Professional Mentoring.

JOB MATCHING, PLACEMENT & INCENTIVES

Clients are provided with matching of skills and interests with employment opportunities and employer needs.

JOB / TRAINING RETENTION

Clients are provided with ongoing support, follow-up, coaching and counseling during and after employment and placement as well as access to other community supports.

NEWMARKET

16655 Yonge Street, Unit 3
(@ Yonge and Mulock)
905-898-6199

VAUGHAN

1490 Major Mackenzie, Unit D5-10
(@ Major Mackenzie and Dufferin)
905-417-1781

SCARBOROUGH

3660 Midland Ave., Suite 201
(@ Midland and McNicoll)
416-293-3722

Hours of Operation: Monday, Tuesday, Wednesday and Friday from 8:30 am to 4:30 pm and Thursdays 8:30 am to 8:00 pm.

www.workforceready.ca

EMPLOYER SERVICES

RESOURCE & INFORMATION

Employers have access to the following services:

- Post Jobs on Job Board and Web-site
- Locate Information about Occupational and Training Requirements
- Access information about human resource planning, recruitment tips and workplace training
- Workplace Safety, Employment Standards and other Government Acts available

JOB MATCHING, PLACEMENT & INCENTIVES

Employers seeking to achieve their business and hiring goals may receive incentives to provide on-the-job training, including apprenticeship training, work experience opportunities and/or skill level/employability assessments for participants in trial placements.

Must meet eligibility and suitability criteria for hiring incentives.

ESSENTIAL SKILLS TOOLS & RESOURCES

Access Essential Skills resources:

- Profiles to assist with the development of job postings & descriptions, training & succession planning
- Test of Workplace Essential Skills, cost effective test for reading, document use and numeracy for work
- Workplace Assessments, Hiring Checklists, Interview Skills Assistance, Other Tip Sheets

JOB / TRAINING RETENTION

Employers are provided with ongoing support, follow-up, coaching and development of retention plans during and after employment and placement.

PROFESSIONAL DEVELOPMENT

A variety of on-the-job, cost-effective training for your employees. Topics include:

- Career Testing and Planning
- Onboarding for New Immigrant Employees
- Safety Training
- Essential Skills

All training can be customized

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For more information and to access on-line resources visit:

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