





February 2012

Monday	Tuesday	Wednesday	Thursday	Friday
				
6	7	8	9	10
Second Career Info Session 1pm - 2pm	Interviews That Impress 9am - 12pm	Mock Interviews 2pm - 4pm	Scott's Directory Tutorial 11am - 12pm	
13	14	15	16	17
Accessing the Hidden Job Market 1pm - 4pm	Resume Reviews at the Library 2pm - 4pm	Work & Your Interests 1pm - 3pm		
20	21	22	23	24
CLOSED FAMILY DAY 	Interviews That Impress 1pm - 4pm	Mock Interviews 2pm - 4pm	Scott's Directory Tutorial 11am - 12pm	
27	28	29		
Second Career Info Session 10am - 11am	Accessing the Hidden Job Market 1pm - 4pm	IMPRESS Customer Service Certification 1pm - 4pm		

NEW: Coaching Sessions Now Available Monday to Friday!
Meet with an Employment Advisor to Discuss Your Job Search
Call or Drop In to Book a Session!

Free faxing, photocopying, computers with Internet, long distance calls to employers, newspapers, job postings and more!

To register for any of the following events in Georgetown, please call: **905-702-7311, extension 109**

Events	Event Description	Date	Time
Second Career Information Session	Learn more about the Second Career program including eligibility requirements and financial information.	Feb 6	1pm - 2pm
		Feb 27	10am - 11am
Interviews That Impress	Do you find interviews challenging? Wonder how to answer questions and make a great impression? Learn how to have an effective interview experience.	Feb 7	9am - 12pm
		Feb 21	1pm - 4pm
Mock Interviews	Reserve your one-to-one appointment with an Employment Advisor and receive valuable feedback on your interview skills.	Feb 8 & 22	2pm - 4pm
Scott's Directory Tutorial	Learn how to navigate through the Scott's Directory website to obtain the contact and other information for companies meeting your specifications.	Feb 9 & 23	11am - 12pm
Accessing the Hidden Job Market	Experts say only 20% of job openings are advertised. How do you access the rest? Learn how to effectively network, use the phone to find jobs, and other proven strategies.	Feb 13	1pm - 4pm
		Feb 28	
Resume Reviews at the Library	Meet with an Employment Advisor and receive immediate feedback! Learn how to develop a targeted and effective resume at the Halton Hills Public Library in Georgetown.	Feb 14	2pm - 4pm
Work & Your Interests	Trying to find a career you will love? This session helps you explore your values and interests in a way that you can apply to career decision making	Feb 15	1pm - 3pm
IMPRESS Customer Service Certification	Employment in today's workforce is largely service-based, and that requires exceptional customer service skills. Learn the techniques that the experts use and receive a Certificate.	Feb 29	1pm - 4pm

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Georgetown	Milton	Clarkson	Oakville	Burlington
184 Guelph St. 905-702-7311 x109	550 Ontario St. S. Unit 204 905-693-8458 x101	2225 Erin Mills Pkwy Unit 1200 905-855-6933 x101	465 Morden Road Unit 109 905-845-1157 x121	860 Harrington Crt 888-315-5521 x140
Monday 8:30am - 7pm Tuesday to Friday 8:30am - 4:30pm	Monday 8:30am - 7pm Tuesday to Friday 8:30am - 4:30pm	Monday 8:30am - 7pm Tuesday to Friday 8:30am - 4:30pm	Mon/Wed/Thurs/Fri 8:30am - 4:30pm Tuesday 8:30am - 7pm	Mon/Tues/Thurs/Fri 8:30am - 4:30pm Wednesday 8:30am - 7pm

For more information visit us at: www.thecentre.on.ca

Employment Ontario programs are funded in part by the Government of Ontario