

EMPLOYER SERVICES

We assist employers in hiring people with the skills they need through the following services:

- Job posting boards
- Job matching and qualification screening
- Hiring Events and Job Fair

Contact: Carmen Zeng
416-940-3334 or
carmen.zeng@cicscanada.com



AREAS OF SERVICES

- Sector-specific skills training programs
- Employability and job search skills workshops (resume, cover letter, interview prep and more) for youth and adults
- One-on-One employment counselling, career exploration, and job referral
- Self-employment and small business workshops



Centre for Immigrant and Community Services

Employment Programs and Services

www.cicscanada.com

**DEVELOP
YOUR
SKILLS**

ADULT PROGRAMS & SERVICES

Employment Coaching Services

We provide labour market information, employment resources, job search strategies, and personalized advice to help newcomers identify career pathways and develop individualized action plans to achieve their career goals. We also provide networking opportunities to connect newcomers with professionals in a career they pursue.

For Citizens, Refugee Claimants, Work Permit Holders, and International Student:

Contact:

Sharon Or 647-213-3599

Lise Tang 437-848-7923

For Permanent Resident or Convention Refugee:

Contact: Orjeta Ndrija

416-292-7510 ext. 1121

orjeta.ndrija@cicscanada.com



Career Advancement Training

8-week skills training in supervisory and managerial positions in the restaurant, hospitality, and food services industry for Ontario Works recipients who reside in Toronto region to utilize transferrable skills to enter supervisory positions commensurate with their backgrounds and experiences.

Contact:

Jenny Yeung 416-316-4812

Lise Tang 437-848-7923

S.M.A.R.T. Program

S.M.A.R.T. (Self-Management, Assessment, Resources, Training) Program helps women recipients of Ontario Works who reside in the Toronto region to begin the journey toward employment by elevating job searching skills, upgrading office administration and computer skills, fostering wellness and self-care, and strengthen physical fitness for a confident and successful career in today's job market,

Contact: Jane Anyaehie

416-333-5847

jane.anyaehie@cicscanada.com

S.O.A.R. Program

S.O.A.R. (Skills, Opportunities, Action Plan and Resources) Program helps immigrant women to enter the job market within the field of office administration.

Contact: Jenny Yeung

416-316-4812

jenny.yeung@cicscanada.com

Mentorship Program

This program connects newcomers with successful and experienced professionals.

Eligibility: Permanent Resident or Convention Refugee

Contact: Orjeta Ndrija

416-292-7510 ext. 1121

orjeta.ndrija@cicscanada.com



Building Connections Programs

Fast track skills learning programs for Ontario Works recipients in Toronto region to gain skills in Food Services, Manicure and Pedicure, as well as to gain skills in becoming a home helper and postnatal caregiver. Programs offered in English and/or Mandarin.

Contact: Sharon Or (Mandarin)

647-213-3599 sharon.or@cicscanada.com

Contact: Jane Anyaehie (English)

416-333-5847 jane.anyaehie@cicscanada.com

Partnership with Employment Agency

We work in partnership with Employment Agencies to offer services to job seekers of any status who are legally able to work in Canada and apply for wage subsidy.

Contact: 416-292-7510 ext. 0