

# Sutton Workshops & Events

## Get Doing!

### Attention Grabbing

#### **Resumes & Cover Letters:**

Discover what's important to employers, how to keep information relevant, and what format will work for you.

#### **Winning Interview Strategies:**

Understand interview methods & questions, explore answers & learn how to prepare.

#### **Enhance your LinkedIn Account:**

Learn how to enhance your profile to maximize your job search!

Research targeted employers & learn how to connect with their organizations

**Pre-requisite:** Must have a LinkedIn profile set up before participating in the workshop

Make Social Media work for you!

#### **Get Effective!**

Where's My Next Job?

#### **Effective Job Search:**

Tap into the hidden job market; conduct research, build and work your network, use social media, make cold & warm calls...and much more!

#### **Get Hired Faster**

An interactive and supportive experience where you can plan, practice, prepare and receive personal feedback and assistance to achieve your employment goals.

#### **Computer Training for Job Search:**

Learn the basics of computer components, using email, internet and word for your job search.

**Call 905.722.1480**

for more information or to register.  
All sessions are at NO COST!

**www.yorkworks.ca**

Mon	Tue	Wed	Thu	Fri
	<b>STUDENTS - LOOKING FOR WORK?</b> <b>MEET OUR JOB DEVELOPER</b> June 13 <sup>th</sup> & June 27 <sup>th</sup> 4:30 - 6:30 Call 905-722-1480 to register		1	2 <b>Mock Interview by appointment</b>
5 <b>Winning Interview Strategies</b> 10:00 – 12:00	6 <b>Exploring Self Employment for Women</b> 9:30 – 12:30	7	8	9
12 <b>Resumes &amp; Cover Letters</b> 10:00 – 12:00	13 <b>Exploring Self Employment for Women</b> 9:30 – 12:30	14 <b>Effective Job Search</b> 10:00 – 12:00	15 <b>Immigration Services Mobile Outreach</b> 10:00 – 4:00	16 <b>Mock Interview by appointment</b>
19	20 <b>Exploring Self Employment for Women</b> 9:30 – 12:30	21	22	23  <b>STRONG INVENTORY</b> Ask about this <b>NEW</b> Career Assessment
26 <b>Resumes &amp; Cover Letters</b> 10:00 – 12:00 ----- <b>Effective Job Search</b> 1:00 – 3:00	27 <b>Winning Interview Strategies</b> 10:00 – 12:00	28	29	30 <b>Mock Interview by appointment</b>

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