

Canada InfoNet is an 8-week employment acceleration and mentorship program that offers you flexible online employment services before you arrive in Canada. The program is available in English and French and will be tailored to your job search needs by your Employment Specialist. Services are delivered through e-learning modules, access to special tools and websites to create your resume, search for jobs and connection to a professional mentor in your field.

Your Canada InfoNet Services		
Service	Description	Next Steps
Needs Assessment	Initial assessment of your employment needs	Your Employment Specialist will connect with you by email / Skype.
Service Action Plan and Resources	Once your immediate needs are identified, your Employment Specialist will make a Service Plan along with you to identify the next steps in the program. They will also provide relevant resources and information to support your job search in Canada.	Your Employment Specialist will prepare this document and sent it to you by email.
E-learning Modules <i>Getting Hired in Canada</i>	The e-learning modules, presented by TRIEC , are the building-blocks for starting your career in Canada.	<ul style="list-style-type: none"> Your Employment Specialist will arrange for your e-learning login. Watch for an email from TRIEC Learning with your e-learning login information.
<i>Build your Canadian Resume</i>	This resume building tool, presented by OMETZ , will guide you through building your resume.	Your Employment Specialist will provide you with your login.
<i>Resume and Cover Letter Review</i>	Once you have completed your e-learning modules and created a targeted resume and cover letter based on an actual job posting that you find through your online research, you will meet with your Employment Specialist using Skype to go through your resume and cover letter to ensure they clearly explain your experience and qualifications in line with the Canadian marketplace.	<ul style="list-style-type: none"> Complete e-learning modules. Find an actual job posting in your field using resources from e-learning modules Prepare a targeted resume and cover letter to that posting. Contact your Employment Specialist to schedule a Skype meeting.
<i>Start your Canadian Job Search</i>	Congratulations! You are now ready to start your Canadian job search using MAGNET , a job board designed specifically for immigrants to Canada.	<ul style="list-style-type: none"> Your Employment Specialist will provide you with your login. Create your profile. Job opportunities that match your profile will be emailed directly to you.

<i>Online Mentoring</i>	Canada InfoNet offers online occupation-specific, individual and group mentoring through a mentor located in your destination province, presented by JVS Toronto .	<ul style="list-style-type: none"> • Your Employment Specialist will provide you with your login. • Create your profile. • Your Employment Specialist will assess your suitability and orient you to online mentoring.
<i>Employment & Job Search Webinars</i>	Canada InfoNet has developed a series of webinars on topics specific to finding employment as an immigrant that will support your job search in Canada.	<ul style="list-style-type: none"> • Your Employment Specialist will notify you on the webinar schedule and the ones best suited to your circumstances
<i>News & Resources, Career Voice Blog</i>	A variety of information is regularly posted on our website to help you settle and get a job in Canada.	<ul style="list-style-type: none"> • https://www.jvstoronto.org/pre-arrival/canada-infonet-news-resources/
<i>Customer Service Training</i>	This dynamic and interactive, 60-minute eLearning session is provided by OTEC and is designed to help individuals acquire skills and knowledge necessary for creating memorable service experiences resulting in customer loyalty. You will receive a certificate after the completion of the eLearning session.	<ul style="list-style-type: none"> • Your Employment Specialist will assess your suitability for this. • If you are suitable, your Employment Specialist will arrange for your login. • Watch for an email from OTEC.