

Some Additional Helpful Information

SOURCES OF GOVERNMENT INFORMATION AND ASSISTANCE

Government of Canada

Web Site: http://canada.gc.ca/main_e.html
A portal web site to all the other government departments and agencies at both the federal and provincial levels. It is also a useful site to start your search for any and all government services.

Citizenship and Immigration Canada

Web Site: <http://www.cic.gc.ca/english/index.asp>
Canada's citizenship and immigration programs help build a community of citizens respected throughout the world.
– Citizenship and Immigration Canada

Going to Canada Portal

See back cover for more information.
Web Site: <http://www.goingtocanada.gc.ca>

The Working in Canada Tool

The Working in Canada Tool is a great place to start your job search. It accesses information from six national labour market databases and can produce a report that is tailored to your occupation and to the city, town, or region where you want to settle.

Web Site: <http://workingincanada.gc.ca/welcome.do?lang=en>

Foreign Credentials Referral Office (FCRO)

The Foreign Credentials Referral Office provides information, path-finding and referral services to help foreign-trained workers succeed and put their skills to work in Canada more quickly.

Web Site: <http://www.credentials.gc.ca/>

Provincial and Territorial Web Sites

Federal government web site listing provincial and territorial sites
<http://canada.gc.ca>

Alberta

<http://www.gov.ab.ca>

British Columbia

<http://www.gov.bc.ca>

Manitoba

<http://www.gov.mb.ca>

New Brunswick

<http://www.gnb.ca>

Newfoundland and Labrador

<http://www.gov.nf.ca>

Northwest Territories

<http://www.gov.nt.ca>

Nova Scotia

<http://www.gov.ns.ca>

Nunavut

<http://www.gov.nu.ca>

Ontario

<http://www.gov.on.ca>

Prince Edward Island

<http://www.gov.pe.ca>

Quebec

<http://www.gouv.qc.ca>

Saskatchewan

<http://www.gov.sk.ca>

Yukon

<http://www.gov.yk.ca>

ORGANIZATIONS ASSISTING NEWCOMERS AND LANGUAGE TRAINING

Some Organizations in Canada Helping Newcomers to Canada

Citizenship and Immigration Canada's listing of organizations

Web Site: <http://www.cic.gc.ca/english/newcomers/index.asp>

Newfoundland

Association for New Canadians
144 Military Road
St. John's, NF A1C 5R6
Tel: (709) 722-9680

Nova Scotia

Metropolitan Immigrant Settlement Association
7105 Chebucto Road, Suite 201
Halifax, NS B3L 4W8
Tel: (902) 423-3607

Prince Edward Island

PEI Association for Newcomers to Canada
25 University Avenue, Suite 400,
Holman Building (4th floor)
Confederation Court Mall
Charlottetown, PE C1A 8C4
Tel: (902) 628-6009

New Brunswick

Carrefour d'immigration rurale inc.
76, rue de l'École
Saint-Léonard, NB E7E 2M7
Tel: (506) 423-3060

Centre d'accueil des immigrants et immigrantes du Moncton métropolitain (CAIIMM)
236 St. George Street, Suite 101
Moncton, NB E1C 1W1
Tel: (506) 382-7494

Miramichi Regional Multicultural Association
Miramichi Settlement Services
1808 Water Street
Miramichi, NB E1N 1B6
Tel: (506) 773-5272

Multicultural Association of Carleton County Inc. (MACC)
24 McCain Street
Florenceville, NB E7L 3J4
Tel: (506) 392-6011

Multicultural Association of Fredericton
123 York Street, Suite 201,
Fredericton, NB E3B 3N6
Tel: (506) 454-8292

Multicultural Association of Greater Moncton Area
1299a Mountain Road, Suite 2
Moncton, NB E1C 2T9
Tel: (506) 858-9659

Saint John YM/YWCA
130 Broadview Avenue
Saint John, NB E2L 3C5
Tel: (506) 646-2389

Ontario

Catholic Immigration Centre
219 Argyle Avenue
Ottawa, ON K2P 2H4
Tel: (613) 232-9634

Culturelink
2340 Dundas Street West, Suite 301
Toronto, ON M6P 4A9
Tel: (416) 588-6288

Inter-Cultural Neighbourhood Social Services
3050 Confederation Parkway, 4th Floor
Mississauga, ON L5B 3Z6
Tel: (905) 273-4884

Kitchener – Waterloo YMCA
Cross Cultural & Community Services
800 King Street West
Kitchener, ON N2G 1E8
Tel: (519) 579-9622

London Cross Cultural Learner Centre
505 Dundas Street
London, ON N6B 1W4
Tel: (519) 432-1133

Multicultural Council of Windsor-Essex
County
245 Janette Ave.
Windsor, ON N9A 4Z2
Tel: (519) 255-1127

New Canadians' Centre of Excellence Inc.
660 Ouellette Avenue, 2nd Floor
Windsor, ON N9A 1C1
Tel: (519) 258-4076

Ontario Council of Agencies Serving
Immigrants (OCASI)
110 Eglinton Avenue West, Suite 200
Toronto, ON M4R 1A3
Tel: (416) 322-4950

Polycultural Immigrant & Community
Services
2225 Erin Mills Parkway
Sheridan Centre, Lower Level,
Mississauga, ON L5K 1T9
Tel: (905) 403-8860

Quinte United Immigrant Services
Box 22141 Belleville, ON K8N 5N9
Tel: (613) 968-7723

Settlement & Integration Services Organization
360 James Street North
Hamilton, ON L8L 1H5
Tel: (905) 667-7476

Thunder Bay Multicultural Association
17 North Court Street
Thunder Bay, ON P7A 4T4
Tel: (807) 345-0551

YMCA Newcomer Centre Downtown
Toronto
42 Charles St. East, 3rd Floor
Toronto, ON M4Y 1T4
Tel: (416) 928-3362 x 2165

YMCA Newcomer Centre Etobicoke
(LINC only)
1530 Albion Road, Unit 83
Toronto, ON M9V 1B4
Tel: (416) 741-8714

YMCA Newcomer Centre North York
4580 Dufferin St., 2nd floor
North York, ON M3H 5Y2
Tel: (416) 630-0300 ext. 189

YMCA Newcomer Centre Scarborough
10 Milner Business Court, Suite 600
Scarborough, ON M1B 3C6
Tel: (416) 609-0218 ext. 242

YMCA of Windsor and Essex County
Programs for New Canadians
500 Victoria Avenue
Windsor, ON N9A 4M8
Tel: (519) 258-9622

Saskatchewan

Global Gathering Place
506-25th Street, #307
Saskatoon, SK S7K 4A7
Tel: (306) 665-0268

Prince Albert Multicultural Council
1410 Central Avenue
Prince Albert, SK S6V 4W5
Tel: (306)922-0405

Regina Open Door Society
1855 Smith Street
Regina, SK S4P 2N5
Tel: (306) 352-3500

Saskatoon Open Door Society
247 First Ave. N.
Saskatoon, SK S7K 1X2
Tel: (306) 653-4464

Alberta

Alberta Association of Immigrant
Serving Agencies
3rd Floor, 120 – 17 Avenue SW
Calgary, AB T2S 2T2
Tel: (403) 290-5758

Calgary Bridge Foundation for Youth
201 1112B 40 Ave., N.E.
Calgary, AB T2E 5T8
Tel: (403) 230-7745

Calgary Catholic Immigration Centre
3rd Floor, 120 – 17 Avenue SW
Calgary, AB T2S 2T2
Tel: (403) 262-2006

Calgary Immigrant Educational Society
1723, 40 Street SE
Calgary, AB T2A 7Y3
Tel: (403) 235-3666

Calgary Immigrant Women's Association
#200, 138 – 4 Avenue SE,
Calgary, AB T2G 4Z6
Tel: (403) 263-4414

Central Alberta Refugee Effort
Committee (CARE)
202-5000 Gaetz Avenue
Red Deer, AB T4N 6C2
Tel: (403) 346-8818

Centre for Newcomers
125, 920 – 36 Street NE
Calgary, AB T2A 6L8
Tel: (403) 569-3325

Immigrant Services Calgary
1200, 910 – 7 Avenue SW
Calgary, AB T2P 3N8
Tel: (403) 265-1120

Jewish Family Service Calgary
200, 4014 Macleod Trail S.
Calgary, AB T2G 2R7
Tel: (403) 287-3510

British Columbia

Affiliation of Multicultural Societies and
Service Agencies of BC (AMSSA)
205 – 2929 Commercial Drive
Vancouver, BC V5N 4C8
Tel: (604) 718-2780 or 1-888-355-5560

Province of British Columbia
Settlement and Multiculturalism Division
5th Floor, 605 Robson Street
Vancouver, BC V6B 5J3
Tel: (604) 660-2203

Manitoba

Accueil francophone
100 – 614 rue Des Meurons
Winnipeg, MB R2H 2P9
Tel: (204) 984-5628

Entry Program
259 Portage Avenue, 4th floor
Winnipeg, MB R3B 2A9
Tel: (204) 944-0133

Immigrant Women's Counselling Service
200–323 Portage Avenue
Winnipeg, MB R3B 2C1
Tel: (204) 940-2172

Immigration and Multiculturalism Division
Manitoba Labour and Immigration
500 – 213 Notre Dame Avenue
Winnipeg, MB R3B 1N3
Tel: (204) 945-3162

International Centre of Winnipeg
2nd floor – 406 Edmonton Street
Winnipeg, MB R3B 2M2
Tel: (204) 943-9158

Jewish Child and Family Services
C200 – 123 Doncaster Street
Winnipeg, MB R3N 2R2
Tel: (204) 477-7430

Mount Carmel Clinic
Multicultural Wellness Program
886 Main Street
Winnipeg, MB R2W 5L4
Tel: (204) 582-2311

Needs Centre for War Affected Families
251 – A Notre Dame Avenue
Winnipeg, MB R3B 1N8
Tel: (204) 940-1260

Portage la Prairie International Agency
97 Saskatchewan Avenue East
Portage la Prairie, MB R1N 2G2
Tel: (204) 239-8326

South Central Settlement & Employment
Services
295 Perry Street
Winkler, MB R6W 4A6
Tel: (204) 325-4059

Steinbach & District Immigrant
Settlement Program
Unit 1, 10 Chrysler Gate Box 1795
Steinbach, MB R0A 2A0
Tel: (204) 346-6609

Welcome Place (Manitoba Interfaith
Immigration Council Inc.)
397 Carlton Street
Winnipeg, MB R3B 2K9
Tel: (204) 977-1000

Westman Immigrant Services
729 Princess Street
Brandon, MB R7A 0P4
Tel: (204) 727-6031

Quebec

Carrefour d'intégration
du Nord

255, boulevard Crémazie

Est, 8^e étage, bureau 8.01

Montréal (Québec) H2M 1L5

Tel: (514) 864-9191

Carrefour d'intégration
du Sud

800, boulevard de

Maisonneuve Est

(Place Dupuis, rez-de-chaussée)

Montréal (Québec) H2L 4L8

Tel: (514) 864-9191

Carrefour d'intégration
de Laval

705, chemin du Trait-Carré,

rez-de-chaussée

Laval (Québec) H7N 1B3

Customer Service

Tel: (450) 972-3225 or

1 800 375-7426

Language Training Organizations

Centre for Canadian Language Benchmarks

<http://www.language.ca/assess/centres.html>

The Centre for Canadian Language Benchmarks (CCLB) is a national, not-for-profit organization, primarily serving the adult English as a Second Language community in Canada including learners, teachers, program administrators, materials, and curriculum and test developers.

– Centre for Canadian Language Benchmarks

Languages Canada

<http://www.languagescanada.ca/index.php>

Languages Canada is Canada's premier language organization representing language programs in both of Canada's official languages: English and French. – Languages Canada

English and French Language Training for Newcomers

<http://www.cic.gc.ca/english/resources/publications/welcome/wel-22e.asp>

The Government of Canada, in co-operation with provincial governments, school boards, community colleges, and immigrant and community organizations, offers free language training across the country for adult permanent residents. In most provinces, the name of the program is LINC, which stands for Language Instruction for Newcomers to Canada. This web site lists the LINC assessment centres across Canada. These centres can assess your language training needs and refer you to the right LINC classes for your needs.

– Citizenship and Immigration Canada

New Beginnings Program

The New Beginnings Program (NBP) is a pre-employment program for newcomers to Canada. To access the program participants must have education, experience and the desire to work in their field. Participants need to have intermediate English skills, a clear career focus and the time to commit to and complete each workshop.

Workshops

NBP consists of three core workshops and an optional six-week work placement.

The three core workshops are:

- Job Search
- Interview Skills
- Working in Canada

For more information, call MISA (Metropolitan Immigrant Settlement Association) at 902-423-3607.

JOB SEARCH, JOB SEEKING, CAREER BUILDING, AND VOLUNTEERING

Tips for Getting Started with Career Planning

- In choosing a new career direction, what conditions do you want your choice to satisfy (e.g. desired income, interest area, education level, location, lifestyle)?
- In choosing a career direction, gather information about the types of work that interest you, then talk to people in those lines of work. Can you get direct experience by volunteering, working part-time or job shadowing? Look for related possibilities while you explore the ones you have already identified.
- Evaluate your career options and decide which are the best ones for you at this stage of your life. What are the advantages and disadvantages of each alternative?
- Develop a plan of action. What will you have to do to make your decision a reality? What might prevent you from doing so? How will you overcome the problems you anticipate?
- Decide what you want from your next career move by identifying your needs and relevant interests, values, skills and abilities.
- Planning a career move is much like mapping your route for a road trip. If you don't know where you are going, you can't decide on how to get there!
- Think about your school, work and volunteer experiences. What would you like to be the same, and what would you want to be different in the future?
- Relate career planning to school. What were your best subjects at school? Would you be willing to take some further education or training?
- What kind of environment do you like to work in (for example, outdoors, near your home, in the city, with a small group of people, in a large organization)? Apply this to your career choice.

Source: ALIS (Alberta Learning Information Service) <http://www.alis.gov.ab.ca>

Some Common Mistakes Made When Trying to Build a Career

- Focusing on only a few options. Don't miss out on what might have been a great career by not looking for it.
- Not applying your knowledge and skills broadly. Often the skills and experience you have acquired can be applied to many different career areas. See where yours may apply.
- Not having a plan. It doesn't have to be a detailed one—but you should have an idea of where you want to go. If not, you might not like where you end up.
- Not following your heart. Passion is one of the biggest factors in success. Try to do something you love to do.
- Misreading, or not reading, the market. Try to learn about changes in the labour market. Try to fit your career plan with where jobs are stable or growing—not declining.

- Not sticking with it. Sometimes the early going can be the toughest part. There may be some education, training, or early work challenges to overcome, but it may well be worth it in the end.
- Not networking. There is so much to learn from others—and many opportunities to explore. But you can't learn if you don't ask and talk with those who can help.
- Not starting early. You don't need to know exactly what you want to do—but don't find you have closed doors to your future by some of the choices you make early in life.

Source: The Government of Manitoba [Copyright Notice: <http://www.gov.mb.ca/legal/copyright.html>;
Disclaimer Notification: <http://www.gov.mb.ca/legal/disclaimer.html>]

Tips for Job Hunting

Research Companies Before Applying to Them

Do your homework and research a firm to better understand their needs. If you are unable to find information about a particular employer, write them and ask to be sent literature such as an annual report.

Have a Professional Résumé

Nothing puts your résumé more quickly at the bottom of an employer's pile—or worse, in their garbage can—than a hand-written or illegible résumé. Your résumé must be in a concise and easy-to-read format.

Put Yourself in an Employer's Shoes

If you were looking to hire, what strengths and qualities would you look for in a candidate? What characteristics would lead you to choose one applicant over another? These are the same traits that you should market to employers.

Looking For a Job is Hard Work

Understand from the beginning that looking for employment is a full-time job in itself. It requires a tremendous amount of dedication, hard work and patience. Be prepared to stay on track!

Give Thought to Your References

Ensure that your references will complement your job search. Make sure that your references are aware of your job search and ask each for his or her permission to be used as a reference.

Be Realistic in Your Expectations

Don't turn down employment simply because it isn't your 'ideal job.' Also, don't apply for positions that you're not qualified for. Keep an open mind and realistically assess all job opportunities.

Keep Track of All Contacts

Make a list of every résumé you send, every phone call you make, and the name and title of everyone you talk to in your job search. This will help you in your follow-up efforts and allow you to closely monitor your progress.

Create Your Own Job

A wealth of experience and skills can be gained from starting your own company. Consider this option in your job search. There are many useful books and Internet resources to help you on this exciting career path.

Do a Little Bit Each Day

If you are searching for employment, don't try to cram your day full of tasks. If you set aside a little bit of time each day you can accomplish a lot. Spread out the workload, but make sure to keep at it!

Always Include a Cover Letter

Nothing is more frustrating to employers than receiving a résumé with no indication of its purpose, what position is being applied for, or to whom the résumé should be directed.

Look Towards Industries with a Future

It is important to think and plan strategically. Be sure to consider a career in an industry with a strong future and potential for growth. Which industry sectors are more promising than others?

Tailor Your Cover Letter to the Job

When preparing a cover letter make sure that you tailor it to the specific job you are applying for. A cover letter that has been sent out in bulk, or involves 'filling in the blanks,' will be the first to be thrown out!

Don't Give Up!

If your résumé is not getting you any interviews, consider rewriting it or asking people you know and trust to review it. Don't allow rejections to deflate your self-confidence and your sense of self-worth!

Believe in Yourself

Self-confidence is important to any successful job search. You have to believe in yourself before you can get others to believe in you. Remember: you have a lot to offer a prospective employer!

Follow-up, Follow-up, Follow-up

Every contact you make should be followed up in some way. Whether it's with a phone call, a thank you letter, or a card, following up will make you stand out in the mind of a potential employer and help to get you noticed.

Expect Some Rejection Before You Get Hired

Expecting rejection may appear self-defeating, but nobody can land a job on the first try every time! Learn to accept from the beginning that you will encounter rejection and that it should not be taken personally.

Network as Much as Possible

The saying, 'It's not what you know, but who you know' contains a good deal of truth. Talk to friends, relatives, teachers, etc. Get out into your professional and local community and meet people who share similar interests.

Apply to Small-sized Firms as Well as Larger Ones

Don't restrict your job search just to the larger, better-known firms. In many cases, it's the smaller companies which are expanding and in need of more employees. For info on smaller firms have a look at business directories.

Visit a Human Resource Centre of Canada

Human Resource Centres of Canada provide employment counselling and placement, job training, labour market information, services to employers, and Unemployment Insurance administration.

Source: The Government of Manitoba [Copyright Notice: <http://www.gov.mb.ca/legal/copyright.html>;
Disclaimer Notification: <http://www.gov.mb.ca/legal/disclaimer.html>]

Sample Questions Employers May Ask in a Job Interview

1. Why do you want to work in this field?
2. Why do you specifically want to work for this company?
3. What do you know about our company?
4. Why do you feel you are the right candidate for this job? What do you think you can bring to this company?
5. What things are important to you in the type of position you want?
6. How has your education prepared you for this type of job?
7. Which school courses did you like most and why?
8. Do you plan to continue your education?
9. What are your short-term goals?
10. Where do you see yourself in 5 years?
11. What do you like to do in your leisure time?
12. What are a couple of accomplishments in your life that have given you the most satisfaction and why?
13. What are some skills that you feel you have gained from your past employment and education?
14. What motivates you to put forth your best effort?
15. What is your greatest strength?
16. What is your greatest weakness?
17. What are your salary expectations?
18. What hours are you willing to work?
19. Are you flexible in these hours? Can you work overtime if necessary?
20. Are you willing to travel?

Source: The Government of Manitoba [Copyright Notice: <http://www.gov.mb.ca/legal/copyright.html>;
Disclaimer Notification: <http://www.gov.mb.ca/legal/disclaimer.html>]

Questions Employers May Not Ask in a Job Interview

1. What health problems do you have?
2. Do you have any disabilities?
3. Have you ever been denied health insurance?
4. When were you hospitalized the last time?
5. Is any member of your family disabled?
6. Do you have AIDS?
7. Have you ever been addicted to drugs?
8. When was your last medical checkup?
9. How old are you?
10. When were you born?
11. When were you married?
12. How old are your children?
13. Where were you born?
14. What church are you a member of?
15. Does your religion prevent you from working weekends or holidays?
16. Are you a member of any religious group?
17. What's your sexual orientation?
18. Are you married, divorced, separated, or single?
19. Were you ever arrested?
20. What is your economic situation or status?

Source: www.careerblueprint.com

Federal Government Service Centres

http://www1.servicecanada.gc.ca/en/gateways/where_you_live/menu.shtml

To find information about a location, you can search the web site. You may search centres by province or territory, city or town, or postal code.

Web Sites Providing Job and Employer Information

Alberta Jobs

<http://www.albertajobs.com>

British Columbia Jobs

<http://www.britishcolumbiajobs.com>

Canada Jobs

<http://www.canadajobs.com>

Manitoba Jobs

<http://www.manitobajobs.com>

New Brunswick Jobs

<http://www.atlanticjobs.com>

Newfoundland Jobs

<http://www.atlanticjobs.com>

Northwest Territories Jobs

<http://www.nwtjobs.ca>

Nova Scotia Jobs

<http://www.atlanticjobs.com>

Nunavut Jobs

<http://www.nunavutjobs.net>

Ontario Jobs

<http://www.ontariojobs.com>

Prince Edward Island

<http://www.atlanticjobs.com>

Quebec Jobs

<http://www.quebecjobs.com>

Saskatchewan Jobs

<http://www.saskjobs.com>

Yukon WorkinfoNET

<http://yuwin.ca/english/index.cfm>

List of Job Search Sites

Canada Job Bank

<http://jb-ge.hrdc-drhc.gc.ca>

Canada Jobs

<http://www.canadajobs.com>

Canjobs

<http://www.canjobs.com>

CareerExchange

<http://www.careerexchange.com>

EmployCanada.com

<http://www.employcanada.com>

HotJobs.ca

<http://www.hotjobs.ca>

Jobboom.com

<http://www.jobboom.com>

Monster.ca

<http://www.monster.ca>

Workopolis

<http://www.workopolis.com>

Current “Hot Jobs”

Job Futures

<http://jobfutures.ca/en/home.shtml>

Labour Market Information

http://www.labourmarketinformation.ca/standard.aspx?pcode=lmiv_main&lcode=e

Making Career Sense of Labour Market Information

<http://makingcareersense.org>

Alberta Occupational Profiles

<http://alis.gov.ab.ca/occinfo>

Canadian Careers Industry Information

<http://www.canadiancareers.com/sector.html>

IndustryLink

<http://www.industrylink.com>

JobProfiles.org
<http://www.jobprofiles.org>

The Alliance of Sector Councils
<http://www.councils.org>

National Occupational Classification (NOC)
<http://www23.hrdc-drhc.gc.ca>

Associations in Canada Helping Those with Disabilities to Find Employment

EnableLink
<http://www.abilities.ca/technology/2005/01/28/enablelink/>

Neil Squire Foundation
<http://www.neilsquire.ca>

National Educational Association of Disabled Students
<http://www.neads.ca>

Persons with Disabilities Online
<http://www.pwd-online.ca>

Workink
<http://www.workink.com>

Helpful Organizations if You Are Interested in Volunteering

Charity Village

<http://www.charityvillage.com>

Charity Village Volunteer bulletin board posts current volunteer positions available across the country.

Volunteer Canada

<http://www.volunteer.ca>

Volunteer.ca is Volunteer Canada's Web Site for information on volunteering. Volunteer Canada is the national voice for volunteerism and has provided leadership on issues and trends in the Canadian volunteer movement since 1977. Volunteer Canada actively engages in research, training, and other national initiatives designed to increase community participation across the country. Volunteer.ca provides details and links to the Canada Volunteerism initiative, national events, a directory of organizations, and statistics and facts about volunteering in Canada.

EXAMPLES OF SOME REGULATED PROFESSIONS

- Acupuncturists
- Agrologists
- Architects
- Audiologists/Speech Language Pathologists
- Certified General Accountants
- Certified Management Accountants
- Chartered Accountants
- Chiropractors
- Community/Urban Planners
- Dental Assistants
- Dental Hygienists
- Dental Technicians
- Dentists/Dental Specialties
- Denturists
- Dietitians
- Embalmers/Funeral Directors

- Engineering Technicians and Technologists
- Engineers
- Foresters
- Geoscientists
- Hearing Aid Practitioners
- Home Economists
- Land Surveyors
- Landscape Architects
- Lawyers
- Licensed Practical Nurses/
Registered Nursing Assistants
- Massage Therapists
- Medical Laboratory Technologists
- Medical Radiation Technologists
- Midwives
- Naturopathic Physicians
- Occupational Therapists
- Opticians
- Optometrists
- Paramedics (Emergency Medical Assistants)
- Pharmacists
- Psychologists
- Physicians
- Physiotherapists
- Podiatrists/Chiropodists
- Public Accountants
- Real Estate Agents
- Registered Nurses
- Registered Psychiatric Nurses
- Respiratory Therapists
- Social Workers
- Teachers
- Translators/Interpreters
- Veterinarians

Source: Canadian Information Centre for International Credentials (CICIC)

CREDENTIAL ASSESSMENT SERVICES IN CANADA

Foreign Credentials Referral Office (FCRO)

365 Laurier Avenue West
Ottawa, Ontario K1A 1L1

Tel: 1-888-854-1805

E-mail: credentials@cic.gc.ca

Web Site:

<http://www.credentials.gc.ca/index.asp>

Alberta

International Qualifications Assessment
Service (IQAS)

Alberta Employment, Immigration and Industry
9th Floor, 108th Street Building

9942 – 108 Street

Edmonton, Alberta T5K 2J5

Tel: (780) 427-2655 Fax: (780) 422-9734

Web Site: <http://employment.alberta.ca/cps/rde/xchg/hre/hs.xml/4512.html>

British Columbia

International Credential Evaluation Service
(ICES)

3700 Willingdon Avenue

Burnaby, British Columbia V5G 3H2

Tel: (604) 432-8800 Fax: (604) 435-7033

E-mail: icesinfo@bcit.ca

Web Site: <http://www.bcit.ca/ices/>

Manitoba

Academic Credentials Assessment Service
— Manitoba (ACAS)

Manitoba Labour and Immigration, Settlement & Labour Market Services Branch

5th Floor, 213 Notre Dame Avenue,

Winnipeg, Manitoba R3B 1N3

Tel: (204) 945-6300 Fax: (204) 948-2148

Web Site: <http://www.gov.mb.ca/labour/immigrate/work/recognition/acas.html>

Ontario

World Education Services-Canada
(WES Canada)

45 Charles Street East, Suite 700,
Toronto, Ontario M4Y 1S2

Tel: (416) 972-0070

Fax: (416) 972-9004

Toll-free: (866) 343-0070

(from outside the 416 area code)

Contact Form: <http://www.wes.org/ca/contact.asp>

Web Site: <http://www.wes.org/ca/>

Quebec

Centre d'expertise sur les formations
acquises hors du Québec (CEFAHQ)
Ministère de l'Immigration et des
Communautés culturelles (MICC)

255, boulevard Crémazie Est, 8^e étage,
Montréal, Québec H2M 1M2

Tél: (514) 864-9191 ou (877) 264-6164;

Fax: (514) 873-8701

E-mail: renseignements@micc.gouv.qc.ca

Web Site: <http://www.immigration-quebec.gouv.qc.ca/en/education/comparative-evaluation/index.html>

Saskatchewan

International Qualifications Assessment
Service (IQAS)*

Alberta Employment, Immigration and
Industry

9th Floor, 108th Street Building

9942-108 St., Edmonton, Alberta T5K 2J5

Tel.: (780) 427-2655 Fax: (780) 422-9734

Web Site: <http://employment.alberta.ca/cps/rde/xchg/hre/hs.xsl/4512.html>

Northwest Territories

International Qualifications Assessment
Service (IQAS)*

Alberta Employment, Immigration and
Industry

9th Floor, 108th Street Building

9942 - 108 Street

Edmonton, Alberta T5K 2J5

Tel.: (780) 427-2655 Fax: (780) 422-9734

Web Site:

<http://employment.alberta.ca/cps/rde/xchg/hre/hs.xsl/4512.html>

Other provinces and territories

For credential evaluation services in New Brunswick, Newfoundland and Labrador, Nova Scotia, Prince Edward Island, Nunavut or Yukon, you can contact any of the services listed here.

*The Governments of Saskatchewan and of the Northwest Territories provide this service through an interprovincial agreement with the Government of Alberta.

Other Services abiding by the General Guiding Principles for Good Practice

Comparative Education Service (CES)
University of Toronto

158 St. George Street

Toronto, Ontario M5S 2V8

Tel: 416-978-2400

Fax: 416-978-6666

Web Site: <http://learn.utoronto.ca/ces.htm>

International Credential Assessment
Service of Canada (ICAS)

Ontario AgriCentre

100 Stone Road West, Suite 303

Guelph, Ontario N1G 5L3

Tel.: (519) 763-7282

Toll-free: (800) 321-6021

Fax: (519) 763-6964

E-mail: info@icascanada.ca

Web Site: <http://www.icascanada.ca/>

Engineers Canada

Engineering International-Education
Assessment Program (EIEAP)

180 Elgin Street, Suite 1100

Ottawa, Ontario K2P 2K3

Tel: (613) 232-2474 Fax: (613) 230-5759

E-mail: evaluation@engineerscanada.ca

Web Site: <http://www.engineerscanada.ca/>

Foreign Credential Recognition Program

The Government of Canada is committed to improving the labour market outcomes of foreign-trained Canadians and new immigrants to Canada. The Foreign Credential Recognition (FCR) Program focuses on improving credential assessment and recognition processes in key occupations and sectors. The objective of the FCR Program is to improve existing assessment and recognition processes and to develop new tools and processes to help foreign-trained Canadians and immigrants integrate more rapidly into the Canadian labour market. The goal is to ensure that credential assessment and recognition processes across the country are fair, consistent, transparent, and rigorous.

The FCR Program's efforts focus on three areas: Regulated Occupations; Non-regulated Occupations; and Coordination and Collaboration.

Contribution funds are available for national projects led by educational institutions, regulatory bodies, business, professional groups, sector councils and others, as well as projects led by provinces or territories, that focus on developing and implementing processes and tools to recognize the credentials of internationally trained individuals.

For further information:

Foreign Credential Recognition Program
Human Resources and Skills Development Canada
Portage IV – 5th Floor, 140 Promenade du Portage
Gatineau, QC K1A 0J9
Web site: www.hrsdc.gc.ca

Foreign Credentials Referral Office

The Foreign Credentials Referral Office (FCRO) offers internationally trained and educated individuals authoritative and accurate information on Canada's credential assessment processes. It also provides path-finding and referral services to immigrants. These services are offered overseas and in Canada to help immigrants apply their skills and credentials in the Canadian labour market.

In Canada, Service Canada provides telephone and in-person services for individuals seeking information about where to go to get their credentials assessed in Canada. Service Canada agents help individuals identify more quickly their occupation's appropriate regulatory and assessment body as well as provide important job-related information about specific occupations. To find the nearest Service Canada Centre, call 1-888-854-1805 or TTY 1-800-926-9105 (in Canada only).

The FCRO web site offers general information about finding a job and features the Working in Canada Tool at www.workingincanada.gc.ca/tool. The Working in Canada Tool can help newcomers to Canada decide where to live and work. By using the Tool, a newcomer can produce a report with information on job descriptions and job prospects, along with links to current job offers and language-training resources for anywhere in Canada.

For further information:

Foreign Credentials Referral Office
365 Laurier Avenue West
Ottawa, Ontario K1A 1L1
E-mail: credentials@cic.gc.ca
Web site: www.credentials.gc.ca

HEALTH, SAFETY, HUMAN RIGHTS, AND EDUCATION

Canada's Health Care System: Quick Overview

Health Canada

http://www.hc-sc.gc.ca/hcs-sss/index_e.html

Canada has a predominantly publicly financed health care system. Our national health insurance program is achieved through thirteen interlocking provincial and territorial health insurance plans, linked through adherence to national principles set at the federal level.

The aim of the *Canada Health Act* is to ensure that all eligible residents of Canada have reasonable access to medically necessary insured services on a prepaid basis, without direct charges at the point of service.

A shared responsibility

The federal government is responsible for:

- setting and administering national principles or standards for the health care system;
- assisting in the financing of provincial health care services;
- delivering direct health services to specific groups including veterans, native Canadians, persons living on reserves, military personnel, inmates of federal penitentiaries and the Royal Canadian Mounted Police, and
- fulfilling other health-related functions such as health protection, disease prevention, and health promotion.

The provincial and territorial governments are responsible for:

- managing and delivering insured health services;
- planning, financing, and evaluating the provision of hospital care, physician and allied health care services, and
- managing some aspects of prescription care and public health.

Health Care Services Covered by Canada's Medicare Program

There are two groups of services covered by the *Canada Health Act*:

- Insured health care services—are medically necessary hospital services, physician services and surgical-dental services provided to insured persons.
- Insured hospital services—include medically necessary in-patient and out-patient services such as standard or public ward accommodation, nursing services, diagnostic procedures such as blood tests and X-rays, drugs administered in hospital, and the use of operating rooms, case rooms and anaesthetic facilities.
- Insured physician services—are generally determined by physicians in conjunction with their provincial and territorial health insurance plans.

- Insured surgical-dental services—are services provided by a dentist in a hospital, where a hospital setting is required to properly perform the procedure.
- Extended health care services—are certain aspects of long-term residential care (nursing home intermediate care and adult residential care services), and the health aspects of home care and ambulatory care services.

Some Rights Related to Health and Safety Standards

Canadian Centre for Occupational Health and Safety (CCOHS)

<http://www.ccohs.ca/oshanswers/legisl/responsi.html>

What are general responsibilities of governments?

General responsibilities of governments for occupational health and safety include:

- enforcement of occupational health and safety legislation
- workplace inspections
- dissemination of information
- promotion of training, education and research
- resolution of Occupational Health and Safety disputes

What are the employees rights and responsibilities?

Employees responsibilities include the following:

- responsibility to work in compliance with Occupational Health and Safety acts and regulations
- responsibility to use personal protective equipment and clothing as directed by the employer
- responsibility to report workplace hazards and dangers
- responsibility to work in a manner as required by the employer and use the prescribed safety equipment

Employees have the following three basic rights:

- right to refuse unsafe work
- right to participate in the workplace health and safety activities through Joint Health and Safety Committee (JHSC) or as a worker health and safety representative
- right to know, or the right to be informed about actual and potential dangers in the workplace

What are the supervisor's responsibilities?

As a supervisor, he or she:

- must ensure that workers use prescribed protective equipment devices
- must advise workers of potential and actual hazards
- must take every reasonable precaution in the circumstances for the protection of workers

What are the employer's responsibilities?

An employer must:

- establish and maintain a Joint Health and Safety Committee, or cause workers to select at least one health and safety representative
- take every reasonable precaution to ensure the workplace is safe
- train employees about any potential hazards and in how to safely use, handle, store and dispose of hazardous substances and how to handle emergencies
- supply personal protective equipment and ensure workers know how to use the equipment safely and properly
- immediately report all critical injuries to the government department responsible for Occupational Health and Safety
- appoint a competent supervisor who sets the standards for performance, and who ensures that safe working conditions are always observed

Human Rights Information in Canada

Equitas, formerly the Canadian Human Rights Foundation, is a non-governmental organization (NGO) dedicated to the defence and promotion of human rights through education, in Canada and around the world. Visit its web site (<http://www.equitas.org>) to get information on programs, publications, and various activities.

Under the Canadian Human Rights Act, it is against the law for any employer or provider of a service that falls within federal jurisdiction to discriminate on the basis of:

- Race
- National or ethnic origin
- Colour
- Religion
- Age
- Sex (including pregnancy and childbearing)
- Sexual Orientation
- Marital status
- Family status
- Physical or mental disability (including dependence on alcohol or drugs)
- Pardoned criminal conviction

The Canadian Human Rights Commission tries to resolve complaints of discrimination filed against federally regulated employers, unions and service providers. If a complaint cannot be resolved, the Commission may investigate the case further, and may ultimately request that the Canadian Human Rights Tribunal hear the case.

Source: <http://www.chrc-ccdp.ca>

Education Contacts

Council of Ministers of Education,
Canada
<http://www.cmec.ca>

Association of Canadian Community
Colleges
<http://www.acc.ca/english/index.cfm>

Association of Canadian Universities and
Colleges
http://www.aucc.ca/programs/index_e.html

Canadian Education Association
<http://www.cea-ace.ca>

Ministry/Department of Education Web Sites

Alberta Education
<http://www.education.alberta.ca>

British Columbia Ministry of Advanced
Education and Labour Market
Development
<http://www.gov.bc.ca/aved>

British Columbia Ministry of Education
<http://www.gov.bc.ca/bced>

Manitoba Department of Advanced
Education and Literacy
<http://www.edu.gov.mb.ca/ael/>

Manitoba Department of Education,
Citizenship and Youth
<http://www.edu.gov.mb.ca/ecy/index.html>

New Brunswick Department of
Education
<http://www.gnb.ca/0000/index-e.asp>

New Brunswick Department of Post-
Secondary Education, Training and
Labour
<http://www.gnb.ca/0105/index-e.asp>

Newfoundland and Labrador Department
of Education
<http://www.gov.nl.ca/edu>

Northwest Territories Department of
Education, Culture and Employment
<http://www.ece.gov.nt.ca/>

Nova Scotia Department of Education
<http://www.ednet.ns.ca>

Nunavut Department of Education
<http://www.gov.nu.ca/education/eng>

Ontario Ministry of Education
<http://www.edu.gov.on.ca>

Ontario Ministry of Training, Colleges
and Universities
<http://www.edu.gov.on.ca/eng/tcu/>

Prince Edward Island Department of
Education and Early Childhood
Development
<http://www.gov.pe.ca/education>

Ministère de l'Éducation, Loisir et Sport
<http://www.mels.gouv.qc.ca>

Saskatchewan Education
<http://www.sasked.gov.sk.ca>

Yukon Department of Education
<http://www.education.gov.yk.ca>

BUSINESS ORGANIZATIONS AND LABOUR MARKET INFORMATION

Some of the Major Industry Associations

Advocis, The Financial Advisors
Association of Canada

<http://www.advocis.ca>

The Agricultural Institute of Canada

<http://www.aic.ca>

Association of Canadian Search,
Employment & Staffing Services

<http://www.acsess.org>

Canadian Association of Importers and
Exporters

<http://www.importers.ca>

Canadian Automobile Association

<http://www.caa.ca>

Canadian Bankers Association

<http://www.cba.ca>

Canadian Bar Association

<http://www.cba.org>

Canadian Centre for Occupational
Health and Safety

<http://www.ccohs.ca>

Canadian Chamber of Commerce

<http://www.chamber.ca>

Canadian Council for International
Co-operation

<http://www.ccic.ca>

Canadian Dental Association

<http://www.cda-adc.ca>

Canadian Education Association

<http://www.cea-ace.ca>

The Canadian Federation of Agriculture

<http://www.cfa-fca.ca>

Canadian Federation of Independent
Business

<http://www.cfib.ca>

Canadian Healthcare Association

<http://www.cha.ca>

Canadian Manufacturers & Exporters

<http://www.cme-mec.ca>

Canadian Medical Association

<http://www.cma.ca>

Canadian Mental Health Association

<http://www.cmha.ca>

Canadian Real Estate Association

<http://crea.ca>

Canadian Securities Institute

<https://www.csi.ca>

Canadian Society for International Health

<http://www.csih.org>

The Canadian Society for Professional
Engineers

<http://www.cspe.ca>

Canadian Teachers' Federation

<http://www.ctf-fce.ca>

Canadian Translators, Terminologists, and
Interpreters Council

<http://cttic.org>

The College of Family Physicians of
Canada

<http://www.cfpc.ca>

Credit Institute of Canada
<http://www.creditedu.org>

Federation of Canadian Municipalities
<http://www.fcm.ca>

Federation of Law Societies of Canada
<http://www.flsc.ca>

Information Technology Association of
Canada
<http://www.itac.ca>

Institute of Canadian Bankers
<http://www.icb.org>

Insurance Brokers Association of Canada
<http://www.ibac.ca>

Insurance Institute of Canada
<http://www.iic-iac.org>

The Investment Funds Institute of Canada
<http://www.ific.ca>

Investment Industry Regulatory
Organization of Canada
<http://www.iiroc.ca/English/Pages/home.aspx>

Medical Council of Canada
<http://www.mcc.ca>

Retail Council of Canada
<http://www.retailcouncil.org>

Transportation Association of Canada
<http://www.tac-atc.ca>

Sector Councils and Related Organizations

The Alliance of Sector Councils (TASC)
151 Slater Street, Suite 608
Ottawa, Ontario K1P 5H3
Tel: (613) 565-3637
Fax: (613) 231-6853
Web Site: <http://www.councils.org>

TASC Members

Aboriginal Human Resource Council
(AHRC)
708 – 2nd Avenue North
Saskatoon, Saskatchewan S7K 2E1
Tel: (306) 956-5360
Fax: (306) 956-5361
Web Site: <http://www.aboriginalhr.ca>

Apparel Human Resources Council
(AHRC)
9310 St-Laurent blvd., Suite 1114
Montréal, Québec H2N 1N4
Tel: (514) 388-7779
Fax: (514) 388-6926
Web Site: <http://www.apparel-hrc.org>

BioTalent Canada
1100 – 85 Albert Street
Ottawa, Ontario K1P 6A4
Tel: (613) 235-1402
Fax: (613) 233-7541
Web Site: <http://www.biotalent.ca>

Canadian Agricultural Human Resource
Council (CAHRC)
1283 Algoma Road, Suite 202
Ottawa, Ontario K1B 3W7
Tel: (613) 745-7457
Fax: (613) 745-0119
Web Site: <http://www.cahrc-ccrha.ca>

Canadian Apprenticeship Forum (CAF)
116 Albert Street, Suite 812
Ottawa, Ontario K1P 5G3
Tel: (613) 235-4004
Fax: (613) 235-7117
Web Site: <http://www.caf-fca.org>

Canadian Automotive Repair and Service
Council (CARS)
203–57 Auriga Drive
Ottawa, Ontario K2E 8B2
Tel: (613) 798-0500
Fax: (613) 798-9963
Web Site: <http://www.cars-council.ca>

Canadian Aviation Maintenance Council
(CAMC)
955 Green Valley Crescent, Suite 155
Ottawa, Ontario K2C 3V4
Tel: (613) 727-8272
Fax: (613) 727-7018
Web Site: <http://www.camc.ca>

Canadian Council of Professional Fish
Harvesters (CCPFH)
712 – 1 Nicholas Street
Ottawa, Ontario K1N 7B7
Tel: (613) 235-3474
Fax: (613) 231-4313
Web Site: <http://www.ccpfh-ccpp.org>

Canadian Food Industry Council (CFIC)
191 The West Mall, Suite 1160
Toronto, Ontario M9C 5K8
Tel: (416) 675-3115
Fax: (416) 675-3135
Web Site: <http://www.cfic-ccia.ca>

Canadian Plastics Sector Council (CPSC)
200 Colonnade Road, Unit 1
Ottawa, Ontario K2E 7M1
Tel: (613) 231-4470
Fax: (613) 231-3775
Web Site: <http://www.cpsc-ccsp.ca>

Canadian Printing Industries Sector
Council (CPISC)
151 Slater Street, Suite 1110
Ottawa, Ontario K1P 5H3
Tel: (613) 688-0293
Fax: (613) 232-1334
Web Site: <http://www.cpisc-csic.ca>

Canadian Supply Chain Sector Council
(CSCSC)
1100 Central Parkway West, Suite 17-1
Mississauga, Ontario L5C 4E5
Tel: (905) 897-6700
Fax: (905) 897-1100
Web Site: <http://www.supplychaincanada.org>

Canadian Tourism Human Resource
Council (CTHRC)
151 Slater Street, Suite 608
Ottawa, Ontario K1P 5H3
Tel: (613) 231-6949
Fax: (613) 231-6853
Web Site: <http://www.cthrc.ca>

Canadian Trucking Human Resources
Council (CTHRC)
720 Belfast Road, Suite 203
Ottawa, Ontario K1G 0Z5
Tel: (613) 244-4800
Fax: (613) 244-4535
Web Site: <http://www.cthrc.com>

Child Care Human Resources Sector
Council (CCHRSC)
714 – 151 Slater Street
Ottawa, Ontario K1P 5H3
Tel: (613) 239-3100
Fax: (613) 239-0533
Web Site: <http://www.ccsc-cssge.ca>

Construction Sector Council (CSC)
220 Laurier Ave West, Suite 1150
Ottawa, Ontario K1P 5Z9
Tel: (613) 569-5552
Fax: (613) 569-1220
Web Site: <http://www.csc-ca.org>

Contact Centre Canada (CCC)
130 Albert Street, Suite 1900
Ottawa, Ontario K1P 5G4
Tel: (613) 232-2063
Fax: (613) 232-9164
Web Site: <http://www.contactcentrecanada.ca>

Council for Automotive Human
Resources (CAHR)
10 Four Seasons Place, Suite 801
Toronto, Ontario M9B 6H7
Tel: (416) 621-2614
Fax: (416) 621-5926
Web Site: <http://www.cahr-crha.ca>

Cultural Human Resources Council (CHRC)
17 York Street, Suite 201
Ottawa, Ontario K1N 9J6
Tel: (613) 562-1535
Fax: (613) 562-2982
Web Site: <http://www.culturalhrc.ca>

ECO Canada (Environmental Careers
Organization of Canada)
Suite 200, 308 – 11th Ave. SE
Calgary, Alberta T2G 0Y2
Tel: (403) 233-0748
Fax: (403) 269-9544
Web Site: <http://www.eco.ca>

Electricity Sector Council (ESC)
130 Slater Street, Suite 600
Ottawa, Ontario K1P 6E2
Tel: (613) 235-5540
Fax: (613) 235-6922
Web Site: <http://www.brightfutures.ca>

Forest Products Sector Council
75 Albert Street, Suite 209
Ottawa, Ontario K1P 5E7
Tel: (613) 234-0901
Fax: (613) 234-6959
Web Site: <http://fpssc-cspf.ca>

Forum for International Trade Training (FITT)
116 Lisgar Street, Suite 300
Ottawa, Ontario K2P 0C2
Tel: (613) 230-3553
Fax: (613) 230-6808
Web Site: <http://www.fitt.ca>

Human Resources Council for the
Voluntary/Non-profit Sector (HRVS)
201-291 Dalhousie Street
Ottawa, Ontario K1N 7E5
Tel: (613) 244-8332
Fax: (613) 241-2252
Web Site: <http://www.hrcouncil.ca>

Information and Communications
Technology Council (ICTC)
116 Lisgar Street, Suite 300
Ottawa, Ontario K2P 0C2
Tel: (613) 237-8551
Fax: (613) 230-3490
Web Site: <http://www.ictc-ctic.ca>

Mining Industry Human Resources
Council (MiHR)
260 Hearst Way, Suite 102
Kanata, Ontario K2L 3H1
Tel: (613) 270-9696
Fax: (613) 270-9399
Web Site: <http://www.mihrc.ca>

Motor Carrier Passenger Council of
Canada (MCPCC)
306 – 9555 Yonge Street
Richmond Hill, Ontario L4C 9M5
Tel: (905) 884-7782
Fax: (905) 884-8335
Web Site: <http://www.buscouncil.ca>

National Seafood Sector Council (NSSC)
130 Albert Street Suite 910
Ottawa, Ontario K1P 5G4
Tel: (613) 782-2391
Fax: (613) 782-2386
Web Site: <http://www.nssc.ca>

Petroleum Human Resources Council of
Canada (PHRCC)
1538-25 Avenue NE
Calgary, Alberta T2E 8Y3
Tel: (403) 537-1230
Fax: (403) 537-1232
Web Site: <http://www.petrohrsc.ca>

Police Sector Council (PSC)
303-1545 Carling Ave.
Ottawa, Ontario K1Z 8P9
Tel: (613) 729-2789
Fax: (613) 729-9691
Web Site: <http://www.policecouncil.ca>

Textiles Human Resources Council (THRC)
222 Somerset St. West, Suite 500
Ottawa, Ontario K2P 2G3
Tel: (613) 230-7217
Fax: (613) 230-1270
Web Site: <http://www.thrc-crhit.org>

Wood Manufacturing Council (WMC)
130 Albert Street, Suite 1016
Ottawa, Ontario K1P 5G4
Tel: (613) 567-5511
Fax: (613) 567-5411
Web Site: <http://www.wmc-cfb.ca>

TASC Associate Members

Association of Canadian Community
Colleges (ACCC)
Suite 200, 1223 Michael Street North
Ottawa, Ontario K1J 7T2
Tel: (613) 746-2222
Fax: (613) 746-6721
Web Site: <http://www.accc.ca>

Canadian Council of Technicians and
Technologists (CCTT)
295 – 1101 Prince of Wales Drive
Ottawa Ontario K2C 3W7
Tel: (613) 238-8123
Fax: (613) 238-8822
Web Site: <http://www.cctt.ca>

Engineers Canada
180 Elgin Street, Suite 1100
Ottawa, Ontario K2P 2K3
Tel: (613) 232-2474
Fax: (613) 230-5759
Web Site: <http://www.engineerscanada.ca>

Installation, Maintenance and Repair
Sector Council and Trade Association
180 Attwell Drive, Suite 300
Toronto, Ontario M9W 6A9
Tel: (905) 602-8877
Fax: (416) 679-9234
Web Site: <http://www.imrsectorcouncil.ca>

Minimum Wage Levels in Canada

Current and Forthcoming Minimum Hourly Wage Rates for Experienced Adult Workers in CANADA¹

Jurisdiction	Effective Date	Wage Rate
Federal ^{2,4}	18-Dec-1996	
Alberta	01-Apr-2009	\$8.80
British Columbia ³	01-Nov-2001	\$8.00
Manitoba	01-Oct-2009	\$9.00
New Brunswick	01-Sep-2009	\$8.25
Newfoundland and Labrador	01-Jul-2009	\$9.00
Newfoundland and Labrador	01-Jan-2010	\$9.50
Newfoundland and Labrador	01-Jul-2010	\$10.00
Northwest Territories ⁵	28-Dec-2003	\$8.25
Nova Scotia ³	01-Apr-2009	\$8.60
Nova Scotia ³	01-Apr-2010	\$9.20
Nova Scotia ³	01-Oct-2010	\$9.65
Nunavut ⁶	05-Sep-2008	\$10.00
Ontario	31-Mar-2009	\$9.50
Ontario	31-Mar-2010	\$10.25
Prince Edward Island	01-Oct-2009	\$8.40
Quebec	01-May-2009	\$9.00
Saskatchewan	01-May-2009	\$9.25
Yukon ⁷	01-Apr-2009	\$8.89

1. In most jurisdictions, these rates also apply to young workers. More information is available on special rates for young workers and specific occupations under "Current and Forthcoming Minimum Wage Rates in Canada for Young Workers and Specific Occupations."
2. The federal jurisdiction includes labour market sectors coming under federal authority by virtue of the Constitution, such as international and interprovincial transportation, telecommunication and banking.
3. There is a special minimum wage rate for inexperienced employees. See "Current and Forthcoming Minimum Wage Rates in Canada for Young Workers and Specific Occupations."
4. The minimum wage rate applicable in regard to employees under federal jurisdiction is the general adult minimum rate of the province or territory where the employee is usually employed.
5. Applies to all employees in the Northwest Territories.
6. Applies to all employees in Nunavut.
7. On April 1 of each year, this rate increases by an amount corresponding to the annual increase for the preceding year in the Consumer Price Index for the city of Whitehorse.

Source: Human Resources and Skills Development Canada (HRSDC)

Canada's Unemployment Rate

The unemployment rate in 2008 was 6.1%. For updated information on current employment rates visit Statistics Canada at www.statcan.ca. The data include unemployment rates based on geographical and age group factors.

The Characteristics of an Entrepreneur

Entrepreneurs are different from each other, but successful entrepreneurs tend to share certain characteristics. Not all of them have developed each of the following attributes to the same degree, but they tend to have developed most of them to some degree. Here are some common characteristics of successful entrepreneurs.

Entrepreneurs tend to:

- be passionate about achieving their goals
- have a spirit of adventure (in fact, the word “adventure” is derived from the Latin word meaning “to venture”)
- have a strong need to achieve and seek personal accomplishment
- be self-confident and self-reliant
- be goal-oriented
- be innovative, creative, and versatile
- be persistent
- be hardworking and energetic
- have a positive attitude
- be willing to take initiative
- have a strong sense of commitment

Source: Mentors, Ventures and Plans web site (CFEE) – <http://www.mvp.cfee.org>

Government Programs/Key Organizations Helping New Entrepreneurs

BeYourOwnBoss.org
<http://www.beyourownboss.org>

Canada Youth Business Foundation
<http://www.cybf.ca>

Biz Bound
<http://www.bizbound.com>

Business Owners' Idea Café
<http://www.businessownersidecafe.com>

Business Development Bank of Canada
<http://www.bdc.ca>

Mentors, Ventures and Plans
<http://www.mvp.cfee.org>

Business Start-Up Assistant
<http://bsa.cbcs.org>

Self Employment on Mazemaster
<http://www.mazemaster.on.ca>

Common Sections in a Business Plan

The first two sections should appear at the beginning of your plan. It is not as critical that the others follow in the order given, but this sequence will likely work well.

Executive Summary

This is by far the most important part of your plan. It should be no more than two pages in length, or less. State the idea, the opportunity, how much money you need, where you hope to get it, how it will be spent, and how you will pay it back. Readers who are interested may then go on to read the rest of your plan. Be warned, if your executive summary is more than three pages long, it will likely not be read.

Your Planned Venture

Describe your idea as clearly as possible, with diagrams, photographs or any other medium necessary to communicate it to the reader. Back up the idea with a description of the target market, tell why the opportunity exists, and why your idea will capture that market.

Market Research

Explain how you determined the product or service was appropriate to the market. Include explanations of the “four Ps” (price, product, promotion, placement).

Background and History

Tell who you are, what experience and skills you bring to this venture, and whether or not you've run your own businesses in the past. Describe and explain their successes or failures. Include your own, short, biography here.

Management Team

Provide the names, and short bios of the people you will use to fill the key positions in the business.

Start-up Plan

Tell when and where you plan to start the business and why you chose this time frame and location.

Operational Plan

Describe, in detail, how your business will operate. Include diagrams of production or service areas if appropriate.

Marketing Plan

Describe, in detail, how you will attract customers or clients and how you will deliver your product or service to them.

Financial Plan

Provide a detailed financial plan, including a cash-flow projection, that accounts for the money you will need (borrow) and the repayment plan and return on investment to investors.

Appendix

Include your own and your team's detailed biographies here as well as additional market research and any other information that is too detailed to be included in the body of the plan.

PERSONAL FINANCE, TAXATION, BANKING, AND INVESTMENT

Links to Financial Institutions and Planners

Banks in Canada

http://www.cba.ca/index.php?option=com_content&view=category&id=61%3Abanks-operating-in-canada&Itemid=54&lang=en

The banking industry includes 21 domestic banks, 25 foreign bank subsidiaries and 23 full service foreign bank branches and 7 foreign bank lending branches operating in Canada.

Financial Sector

http://www.osfi-bsif.gc.ca/osfi/index_e.aspx?DetailID=568

The Office of the Superintendent of Financial Institutions' web site provides links to Canada's banks, trust companies, and Credit Union Centrals.

Credit Unions/Caisses Populaires

<http://www.fcac-acfc.gc.ca/eng/links.asp#credit>

This Financial Consumer Agency of Canada web site provides links to the nine provincial Credit Union Centrals and three Federations of caisses populaires.

Investment Funds Industry

<https://www.ific.ca/Companies/CompanyDirectory.aspx>

The Investment Funds Institute of Canada (IFIC) speaks for Canada's investment funds industry, including fund managers, distributors, and industry service organizations. IFIC's strategy focuses on four key areas: representation and advocacy; member services; public awareness; and education.

Credit Unions

<http://www.cucentral.ca>

The Credit Union Central of Canada web site offers a locator that can help you find branches near your desired location.

Some Companies Where You Can Invest

Investors Group

Tel: 1-888-746-6344;

In Québec: 1-800-661-4578

Contact Form:

<http://www.investorsgroup.com/english/contactUs/default.asp>

ScotiaMcLeod Direct Investing

Tel: 1-800-263-3430

E-mail: smdirect@scotiamcleoddirect.com

Royal Bank Action Direct

Tel: 1-800-769-2560

Contact Form:

<http://www.rbcdirectinvesting.com>

TD Waterhouse

Tel: 1-800-465-5463

E-mail: td.waterhouse@td.com

BMO InvestorLine

Tel: 1-888-776-6886

E-mail: info@bmoinvestoronline.com

HSBC InvestDirect

Tel: 1-866-865-4722

E-mail: contact@hsbc.ca

I*Trade Canada

Tel: 1-888-872-3388

E-mail: service@scotiaitrade.com

Key Financial Associations

Canadian Life and Health Insurance Association Inc.

1 Queen Street East, Suite 1700
Toronto, Ontario
M5C 2X9
Tel: (416) 777-2221
Fax: (416) 777-1895
Web Site: <http://www.clhia.ca>

Canadian Bankers Association

Box 348
Commerce Court West
199 Bay Street, 30th Floor
Toronto, Ontario
M5L 1G2
Tel: (800) 263-0231 or (416) 362-6092
Fax: (416) 362-7705
Web Site: <http://www.cba.ca>

Canadian Securities Institute

200 Wellington Street West, 15th Floor,
Toronto, Ontario
M5V 3C7
Tel: 416-364-9130 or (866) 866-2601
Fax: (866) 866-2660
Web Site: <https://www.csi.ca>

Financial Planners Standards Council

902 – 375 University Avenue
Toronto, Ontario
M5G 2J5
Tel: (416) 593-8587
Toll Free: 1-800-305-9886
Fax: (416) 593-6903
Web Site: <http://www.fpscscanada.org>

Mutual Fund Dealers Association of Canada

121 King Street West, Suite 1000
Toronto, Ontario
M5H 3T9
Tel: (416) 361-6332 or 1-888-466-6332
Web Site: <http://www.mfda.ca>

Investor Education Fund

20 Queen Street West
19th Floor, Box 55
Toronto, Ontario
M5H 3S8
Fax: 416-593-3656
Web Site: <http://www.GetSmarterAboutMoney.ca>

The Investment Funds Institute of Canada

11 King Street West
4th Floor
Toronto, Ontario
M5H 4C7
Tel: (416) 363-2150
Toll Free: 1 (866) 347-1961
Fax: (416) 861-9937
Web Site: <http://www.ific.ca/>

Credit Union Central

Corporate Office
300 The East Mall, Suite 500
Toronto, Ontario
M9B 6B7
Tel: (416) 232-1262
Fax: (416) 232-9196
Web Site: <http://www.cucentral.ca/>

Investors Association of Canada

1 Dundas Street West, Suite 2500
Box 84
Toronto, Ontario
M5G 1Z3
Web Site: <http://www.iac.ca>

Advocis, The Financial Advisors Association of Canada

390 Queens Quay West, Suite 209
Toronto, Ontario
M5V 3A2
Tel: (416) 444-5251
Toll Free: 1-800-563-5822
Fax: (416) 444-8031
Web Site: <http://www.advocis.ca>

Sources of Help if You Are Getting into Money Trouble

Alberta

Credit Counselling Services of Alberta
Suite 225, 602 – 11th Avenue SW
Calgary, AB T2R 1J8
Tel: (403) 265-2201
Toll Free: 1-888-294-0076
Fax: (403) 265-2240
E-mail: info@creditcounselling.com
Web Site: <http://www.creditcounsellingcanada.ca/alberta.html>
Edmonton: (780) 423-5265

British Columbia

Credit Counselling Society
Vancouver Island
James Bay Community Project
547 Michigan Street
Victoria, BC V8V 1S5
Toll Free: 1-888-527-8999
Fax: (604) 527-8008
E-mail: info@nomoredebts.org
Web Site: <http://www.nomoredebts.org>
Abbotsford: (604) 527-8999
New Westminster: (604) 527-8999

Manitoba

Community Financial Counselling Services
3rd Floor, 238 Portage Avenue
Winnipeg, MB R3C 0B1
Tel: (204) 989-1900
Toll Free: 1-888-573-2383
Fax: (204) 989-1908
E-mail: cfcs@mts.net
Web Site: <http://www.creditcounsellingcanada.ca/manitoba.html>

Credit Counselling Society
Suite 200 – 5 Donald Street
Winnipeg, MB R3L 2T4
Tel: 1-888-527-8999
Fax: 1-888-520-8008
E-mail: info@nomoredebts.org
Web Site: <http://www.nomoredebts.org>

Newfoundland

Credit & Debt Solutions
22 Queen's Road
St. John's, NF A1C 2A5
Tel: (709) 753-5812
Fax: (709) 753-3390
E-mail: psweetapple@creditanddebt-solutions.ca
Web Site: <http://www.creditanddebt-solutions.ca/>

New Brunswick

Credit Counselling Services of Atlantic Canada
494 Queen Street, Suite 302
Fredericton, NB E3B 1B6
Toll Free: 1-888-753-2227
Fax: (506) 453-0564
E-mail: ccsinfo@solveyourdebts.com
Web Site: <http://www.solveyourdebts.com>

Nova Scotia

Credit Counselling Services of Atlantic Canada
6080 Young Street, Suite 1003
Halifax, NS B3K 5L2
Toll Free: 1-888-753-2227
Fax: (902) 455-0947
E-mail: ccsinfo@solveyourdebts.com
Web Site: <http://www.solveyourdebts.com>

Ontario

Credit Counselling Service of Eastern Ontario
209-1300 Carling Avenue
Ottawa, ON K1Z 7L2
Tel: (613) 728-2041
Toll Free: 1-866-202-0425
Fax: (613) 722-5609
E-mail: ccseo@k3c.org
Web Site: <http://www.cantpayyourbills.org>

Credit Canada
Suite 810 – 45 Sheppard Avenue East
Toronto, ON M2N 5W9
Tel: (416) 228-3328 Fax: (416) 228-1164
Toll Free: 1-800-267-2272
E-mail: info@creditcanada.com
Web Site: <http://www.creditcanada.com>

Prince Edward Island

Family Service of PEI—Credit Counselling PEI
158 Belvedere Ave., Suite 5
Charlottetown, PE C1A 2Z1
Tel: (902) 892-2441
Toll Free: 1-866-892-2441
Fax: (902) 892-4998
E-mail: cfs@familyservice.pe.ca
Web Site: <http://www.familyservice.pe.ca>

Credit Counselling Services of Atlantic
Canada, Inc.

342 Grafton Street,
Summit Centre, Suite 203
Charlottetown, PE C1A 1L8
Toll Free: 1-888-753-2227
E-mail: ccsinfo@solveyourdebts.com
Web Site: <http://www.solveyourdebts.com>

Quebec

L'ACEF de l'Est de Montréal
5955, rue de Marseille
Montréal, QC H1N 1K6
Tel: (514) 257-6622
Fax: (514) 257-7998
E-mail: acefest@consommateur.qc.ca
Web Site: <http://www.consommateur.qc.ca>

Saskatchewan

Provincial Mediation Board
Saskatchewan Justice
120-2151 Scarth Street
Regina, SK S4P 2H8
Tel: (306) 787-5387
Toll Free: 1-888-215-2222
Fax: (306) 787-5574
Contact Form: <http://www.justice.gov.sk.ca/Contact>
Web Site: <http://www.justice.gov.sk.ca/provincialmediationboard>

Northwest Territories

Government of the Northwest
Territories
Municipal and Community Affairs
Box 1320
Yellowknife, NT X1A 2L9
Tel: (867) 873-7817
Fax: (867) 873-0629
Consumer Services: (867) 873-7125
E-mail: mgagnon@maca.gov.nt.ca
Web Site: <http://www.maca.gov.nt.ca>

Yukon

Consumer Services
Department of Community Services
Law Centre
2130 Second Avenue, 3rd Floor
Whitehorse, Yukon Y1A 2C6
Web Site: <http://www.community.gov.yk.ca>

Government of Yukon
Box 2703, C-5
Whitehorse, Yukon Y1A 2C6
Tel: (867) 667-5111
Toll free (In Yukon): 1-800-661-0408,
local 5111
Fax: (867) 667-3609
E-mail: consumer@gov.yk.ca
Web Site: <http://www.gov.yk.ca>

Common Expenses in a Budget

Income

Salary
Bonuses
Contracts
Interest
Income Tax refund
Other Income

Regular Expenses

Mortgage/Rent
Property Tax
Utilities (Gas, Water, Electricity)
Cable TV
Telephone/Internet
Car payments
Gasoline/Oil
Other Transportation
Insurance (Auto, Life)
Entertainment/Recreation
Food (Groceries, Eating Out)
Medical/Dental

Irregular Expenses

Home Repairs/Maintenance
Auto Repairs/Maintenance
Clothing
Gifts/Charitable Donations
Vacation/Holiday

Savings, Loan Expenses, and Contributions

Regular savings
Loan/debt payments
RSP
Education Fund
Other

Average Home Prices across Canada

Forecast for 2009

Halifax-Dartmouth	\$233,000
Ottawa	\$292,000
Greater Toronto	\$376,000
Winnipeg*	\$212,000
Regina	\$250,000
Calgary	\$410,000
Edmonton	\$335,000
Greater Vancouver	\$545,000

*Total MLS

Source: CREA, OMREB, WREB, TREB, Sudbury Real Estate Board, Ottawa Real Estate Board, RE/MAX

Provincial Sales Tax Rates in Canada

Province	Goods and Services Tax (GST)	Provincial Sales Tax (PST)	Harmonized Sales Tax (HST)
Alberta	5%	—	—
British Columbia	5%	7%	—
Manitoba	5%	7%	—
New Brunswick	—	—	13%
Newfoundland & Labrador	—	—	13%
Northwest Territories	5%	—	—
Nova Scotia	—	—	13%
Nunavut	5%	—	—
Ontario	5%	8%	—
Prince Edward Island	5%	10%	—
Quebec	5%	7.5%	—
Saskatchewan	5%	5%	—
Yukon	5%	—	—

Source: [Taxtips.ca](http://www.taxtips.ca)—Canadian Tax and Financial Information
<http://www.taxtips.ca/pst/pstrates.htm>

Securities Regulators in Canada

Alberta

Alberta Securities Commission
4th Floor, 300-5th Ave SW
Calgary, AB T2P 3C4
Tel: (403) 297-6454
Fax: (403) 297-6156
E-mail: inquiries@asc.ca

British Columbia

British Columbia Securities Commission
701 West Georgia Street, 12th Floor
P.O. Box 10142, Pacific Centre
Vancouver, BC V7Y 1L2
Tel: (604) 899-6500
Fax: (604) 899-6506
Toll free (BC & AB): 1-800-373-6393
E-mail: inquiries@bcsc.bc.ca

Manitoba

Manitoba Securities Commission
500-400 St. Mary Ave.
Winnipeg, MB R3C 4K5
Tel: (204) 945-2548
Fax: (204) 945-0330
E-mail: securities@gov.mb.ca

New Brunswick

Securities Administration Branch
85 Charlotte Street, Suite 300
Saint John, NB E2L 2J2
Tel: (506) 658-3060
Fax: (506) 658-3059
E-mail: information@nbsc-cvmnb.ca

Newfoundland and Labrador

Department of Government Services
Consumer & Commercial Affairs Branch
2nd Floor, West Block
P.O. Box 8700
St. John's, NF A1B 4J6
Tel: (709) 729-4189
Fax: (709) 729-6187
E-mail: gsinfo@gov.nl.ca

Northwest Territories

Securities Registry
Department of Justice
Government of the Northwest Territories
1st Floor, Stuart M. Hodgson Building
5009-49th Street
Yellowknife, NT X1A 2L9
Tel: (867) 920-3318
Fax: (867) 873-0243
E-mail: SecuritiesRegistry@gov.nt.ca

Nova Scotia

Nova Scotia Securities Commission
2nd Floor, Joseph Howe Building
1690 Hollis Street
Halifax, NS B3J 3J9
Tel: (902) 424-7768
Fax: (902) 424-4625

Nunavut

Registrar of Securities
Legal Registries Division
Department of Justice
Government of Nunavut
1st Floor, Brown Building
P.O. Box 1000 – Station 570
Iqaluit, NU X0A 0H0
Tel: (867) 975-6590
Fax: (867) 975-6594
E-mail: legal.registries@gov.nu.ca

Ontario

Ontario Securities Commission
Inquiries & Contact Centre
20 Queen Street West, Suite 1903
Toronto, ON M5H 3S8
Tel: (416) 593-8314
Fax: (416) 593-8122
Toll Free: (877) 785-1555
E-mail: inquiries@osc.gov.on.ca

Prince Edward Island

Securities Office
Consumer, Corporate and Insurance
Services Division
Office of the Attorney General
95 Rochford Street
4th Floor, Shaw Building
Charlottetown, PE C1A 7N8
Tel: (902) 368-4569
Fax: (902) 368-5283

Quebec

Autorité des marchés financiers
800, Square Victoria, 22^e étage
C.P. 246, Tour de la Bourse
Montréal, QC H4Z 1G3
Tel: (514) 395-0337
Fax: (514) 873-3090
Toll Free: (877) 525-0337
E-mail form: [http://www.lautorite.qc.ca/
qui-sommes-nous/pour-nous-
joindre.en.html?action=send](http://www.lautorite.qc.ca/qui-sommes-nous/pour-nous-joindre.en.html?action=send)

Saskatchewan

Saskatchewan Financial Services
Commission
6th Floor, 1919 Saskatchewan Drive
Regina, SK S4P 4H2
Tel: (306) 787-5645
Fax: (306) 787-5899

Yukon

Registrar of Securities
Corporate Affairs C-6
Community Services
P.O. Box 2703
Whitehorse, YT Y1A 3C6
Courier: 2130 Second Avenue, 3rd Floor
Whitehorse, YT Y1A 2C6
Tel: (867) 667-5225
Fax: (867) 393-6251
E-mail: corporateaffairs@gov.yk.ca

MISCELLANEOUS INFORMATION

Contact Information for Canada's Major Political Parties

Bloc Québécois

3730, boul. Crémazie est, 4^e étage

Montréal, Québec H2A 1B4

Tél: (514) 526-3000

Télec.: (514) 526-2868

Web Site: <http://www.blocquebecois.org/fr/joindre.asp>

Conservative Party of Canada

#1204 – 130 Albert Street

Ottawa, Ontario K1P 5G4

Toll free: (866) 808-8407

Tel: (613) 755-2000

Fax: (613) 755-2001

Web Site: <http://www.conservative.ca/EN/4799/74614>

Liberal Party of Canada

National Office

81 Metcalfe St., Suite 400

Ottawa, Ontario K1P 6M8

Tel: (613) 237-0740

Fax: (613) 235-7208

Web Site: http://www.liberal.ca/contact_e.aspx

New Democratic Party of Canada

Federal Office

300 – 279 Laurier West

Ottawa, Ontario K1P 5J9

Tel: (613) 236-3613

Fax: (613) 230-9950

Web Site: <http://www.ndp.ca/contact>

Statutory Holidays

Legislative Provisions Regarding Statutory Holidays

All jurisdictions in Canada provide for a number of statutory holidays each year, including New Year's Day, Good Friday (or Easter Monday), Canada Day, Labour Day and Christmas Day. Victoria (or Dollard des Ormeaux) Day, Thanksgiving Day, Remembrance Day and Boxing Day are also recognized as holidays in a number of jurisdictions, not to mention special holidays which are specific to individual provinces and territories, such as the Alberta Family Day, British Columbia Day, New Brunswick Day, Saskatchewan Day, St. Jean Baptiste Day (Quebec), Discovery Day (Yukon) and the 1st Monday of August (NWT, Nunavut). In total, Newfoundland and P.E.I. legislation provide for 5 statutory holidays; New Brunswick and Nova Scotia, 6; Manitoba and Quebec, 8. All other jurisdictions, including the three territories and Ontario, have 9 statutory holidays.

To be eligible for a paid holiday, employees must ordinarily meet certain requirements, such as working a minimum number of hours or days in a given period prior to the holiday.

Statutory holidays can be postponed in most jurisdictions when they fall on a non-working day, to be taken the next working day, as an addition to an employee's vacation or at a time agreed upon by the employee and employer. In a majority of jurisdictions (federal, British Columbia, Manitoba, Nova Scotia, Saskatchewan, Northwest Territories, Nunavut and Yukon), an employer and a union, or a majority of employees in the absence of a union, can agree to substitute another day off for a statutory holiday.

Source: Human Resources and Skills Development Canada (HRSDC)

Canada's National Anthem

O Canada!

O Canada!
Our home and native land!
True patriot love in all thy sons command.

With glowing hearts we see thee rise,
The True North strong and free!

From far and wide,
O Canada, we stand on guard for thee.

God keep our land glorious and free!
O Canada, we stand on guard for thee.

O Canada!

O Canada! Terre de nos aïeux,
Ton front est ceint de fleurons glorieux!
Car ton bras sait porter l'épée,

Il sait porter la croix!
Ton histoire est une épopée

Des plus brillants exploits.
Et ta valeur, de foi trempée,

Protégera nos foyers et nos droits.
Protégera nos foyers et nos droits.



Radio Canada International

Pour les nouveaux arrivants au Canada.
RCI viva : huit langues, une seule radio.

Français

Anglais

Español

العربية

普通

по-русски

Português

українською

For recent immigrants to Canada:
RCI viva, eight languages, a single
radio service.

RCIviva.ca



Working in Canada

*A source of free
and useful information
for immigrants.*

Every year, Canada welcomes thousands of new residents. Finding work in Canada as an immigrant is an exciting opportunity, but it can also present challenges. The best way to succeed is to prepare!

The Working in Canada Web site displays information and services from a variety of government and non-government sources to help you make informed decisions about working and living in Canada.

WorkinginCanada.gc.ca is part of the Going to Canada Immigration Portal, a collaboration between Citizenship and Immigration Canada, Human Resources and Skills Development Canada and Canada's provinces and territories.

On WorkinginCanada.gc.ca, you will find:

- The award-winning Working in Canada Tool - The Working in Canada Tool can help you to decide where to live and work. Use the Tool to produce a report on job descriptions, wages, skill requirements, language training and job opportunities based on your occupation and a location in Canada. By researching different occupations and different locations, you can make settlement decisions that are suitable for you and your family.
- The Guide to Working in Canada - This guide provides you with information, tips, and links to helpful resources. You can find out if you are ready to work in Canada, learn how to write Canadian resumes and cover letters, and much more!

