

# JOB READINESS TRAINING

Continuing & Community Education



Inspired education.  
Inspiring students.



The OCSB  
is offering a 12-week  
Job Readiness Training Program.

## *Are you*

- an Ontario resident at least 19 years of age
- returning to the workforce
- unemployed
- not sure what career choice to make.

## *What to expect?*

- Career counselling, career-focused goal setting, resume writing, interview techniques
- Job search preparation
- Improvement of your workplace skills in computers, English and math
- Off-campus job skill training

## *Where is the course offered?*

LBS Program  
St. Nicholas Adult High School  
893 Admiral Ave., 2nd floor

Material fee - \$20

## *When does the course run?*

March 29 - June 17th, 2016  
Monday - Friday, 8:30 am - 12:30 pm

## *Information Sessions*

- March 1<sup>st</sup>, 10:00 am - 11:30 am
  - March 2<sup>nd</sup>, 10:00 am - 11:30 am
- Room 137A



**OTTAWA  
CATHOLIC  
SCHOOL BOARD**

ocsb.ca

For more information call  
the Literacy & Basic Skills program **613-228-8888 ext. 263**  
or email **lbs@ocsb.ca**