

# September 2024

## Programs and Services @ the C5 Employment Hub (14017 Victoria Trail NW, Edmonton, AB)

Monday

Foundations of Job Search  
10AM-12PM

Canadian Workplace Culture and Inter-Cultural Awareness  
1PM-3PM

Tuesday

The Labour Market and Networking  
10AM-12PM

Practical Time Management  
1PM-2PM

Practical Time Management  
2PM-3PM

Wednesday

Effective Resume Writing  
10AM-12PM

Effective Cover Letters and Emails  
1PM-3PM

Thursday

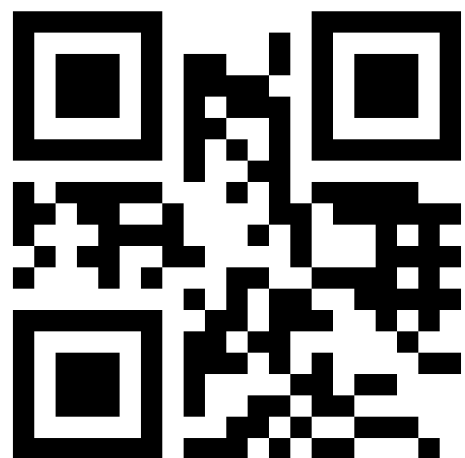
Interview Strategies: The Process  
10AM-12PM

Interview Strategies: Q&A  
1PM-3PM

Friday

Practical Conflict Management  
1PM-2PM

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- Foundations of Job Search (2hrs.)
- The Labour Market and Networking (2hrs.)
- Effective Resume Writing (2hrs.)
- Effective Cover Letters and Emails (2hrs.)
- Interview Strategies: The Process (2hrs.)
- Interview Strategies: Questions and Answers (2hrs.)

- Canadian Workplace Culture (1hr.) and Inter-Cultural Awareness (1hr.)
- Practical Personal Safety (1hr.)
- Practical Time Management (1hr.)
- Practical Conflict Management (1hr.)
- What to do now? After COVID-19? (Management of Change) (1hr.)



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