



### RESUME BUILDING

Details on back

This course walks you through creating a compelling resume and when it's finished, you'll have the skills you need to get yours the attention it deserves.



### DISCLOSURE OF DISABILITY

Details on back

This course offers insight into the nature of disabilities, and suggestions for disclosing your medical information to a potential employer.



### CUSTOMER SERVICE EXCELLENCE

Jan 17  
9:30 am

Join us for a full day of customer service excellence training and learn how to delight customers across any industry.

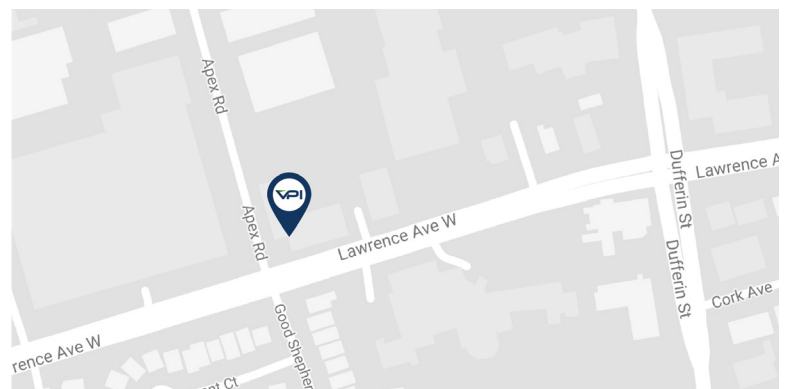
## CONTACT US TO REGISTER

(416) 784 - 9544 | [info@vpi-inc.com](mailto:info@vpi-inc.com)

970 Lawrence Avenue West, Suite 203  
Toronto, ON M6A 3B6

Unless otherwise specified, all events are FREE and hosted at our **Toronto branch**.

If this is your first event with us, please bring photo identification.



## ASK US ABOUT



### Youth Job Link

Access job search resources and information to help enter the workforce. For youth aged 15-29.

## Toronto | Event Calendar

● Hiring event / job fair    
 ● Guest speaker / info session / training    
 ● Workshop    
 ● Youth workshop (15-29 years old)

Monday	Tuesday	Wednesday	Thursday	Friday
	1  <b>HOLIDAY</b> Branch closed	2	3  <b>JOB INTERVIEWS</b> 9:30 a.m. - 11:30 a.m.	4  <b>SECOND CAREER ORIENTATION</b> 9:30 a.m. - 11:30 a.m.
7	8  <b>RESUME BUILDING</b> 9 a.m. - 11 a.m.  <b>COVER LETTERS</b> 11 a.m. - 12 p.m.	9	10  <b>DISCLOSURE OF DISABILITY</b> 9:30 a.m. - 11:30 a.m.	11
14	15  <b>RESUME BUILDING</b> 9 a.m. - 11 a.m.  <b>COVER LETTERS</b> 11 a.m. - 12 p.m.	16  <b>RESUME BUILDING</b> 4:30 p.m. - 6:30 p.m.	17  <b>CUSTOMER SERVICE EXCELLENCE</b> 9:30 a.m. - 4 p.m.	18  <b>LINKEDIN</b> 9:30 a.m. - 11:30 a.m.
21	22  <b>RESUME BUILDING</b> 9 a.m. - 11 a.m.  <b>COVER LETTERS</b> 11 a.m. - 12 p.m.	23	24  <b>DISCLOSURE OF DISABILITY</b> 9:30 a.m. - 11:30 a.m.	25  <b>NETWORKING</b> 9:30 a.m. - 11:30 a.m.
28	29  <b>RESUME BUILDING</b> 9 a.m. - 11 a.m.  <b>COVER LETTERS</b> 11 a.m. - 12 p.m.	30	31	



## Western GTA | Hot Jobs

- ▶ Administrative Assistant / Coordinator - Milton (Job ID: 61648)
- ▶ Appliance Technician - Mississauga (Job ID: 60934)
- ▶ Automotive Installer - Hamilton (Job ID: 61435)
- ▶ Bookkeeper - Toronto (Job ID: 61098)
- ▶ Business Development Specialist - Hamilton (Job ID: 62332)
- ▶ Business Development Specialist - Puslinch (Job ID: 60984)
- ▶ Cashier - Etobicoke (Job ID: 60914)
- ▶ Cashier - Hamilton (Job ID: 61255)
- ▶ Clinic Administrator - Etobicoke (Job ID: 61505)
- ▶ Commercial Cleaner - Georgetown (Job ID: 61063)
- ▶ Crew Member - Halton Hills (Job ID: 61638)
- ▶ Crew Member - Halton Hills (Job ID: 61639)
- ▶ Crew Member - Milton (Job ID: 61731)
- ▶ Customer Service Associate - Mississauga (Job ID: 62355)
- ▶ Customer Service Representative - Brantford (Job ID: 61095)
- ▶ Delivery Driver - Mississauga (Job ID: 60936)
- ▶ Delivery Helper - Mississauga (Job ID: 60935)
- ▶ Dining Room Manager - Hamilton (Job ID: 61254)
- ▶ Dispatcher/Customer Service - Georgetown (Job ID: 60974)
- ▶ Driver - Toronto (Job ID: 60836)
- ▶ Educators Assistants - Georgetown (Job ID: 61623)
- ▶ Electronics Technician - Mississauga (Job ID: 62415)
- ▶ Food service team member - Mississauga (Job ID: 61264)
- ▶ General Labourer - Ancaster (Job ID: 60939)
- ▶ Grocery Clerk - Ancaster (Job ID: 61035)
- ▶ Home Support Worker - Georgetown (Job ID: 61621)
- ▶ Hot Meals Replacement Clerk - Ancaster (Job ID: 61037)
- ▶ Inside Sales Representative - Etobicoke (Job ID: 61388)
- ▶ Installer/Driver - Georgetown (Job ID: 60473)
- ▶ Junior Network Administrator - Toronto (Job ID: 61626)
- ▶ Kitchen Manager - Hamilton (Job ID: 61253)
- ▶ Labourer - Hamilton (Job ID: 61411)
- ▶ Licensed Technician - Georgetown (Job ID: 61343)
- ▶ Lot Attendant - Georgetown (Job ID: 61341)
- ▶ Medical Office Administrator - Hamilton (Job ID: 61409)
- ▶ Office Administrator / Coordinator - Acton (Job ID: 62502)
- ▶ Office Administrator - Mississauga (Job ID: 61991)
- ▶ Order Picker - Concord (Job ID: 62231)
- ▶ Pizza Maker - Mississauga (Job ID: 60585)
- ▶ Produce Clerk - Ancaster (Job ID: 61036)
- ▶ Purchasing Administrator - Etobicoke (Job ID: 61390)
- ▶ Receiver - Concord (Job ID: 62229)
- ▶ Recruiter - Mississauga (Job ID: 61664)
- ▶ Residential Cleaner - Milton (Job ID: 61530)
- ▶ Residential Cleaner - Georgetown (Job ID: 61216)
- ▶ Returns Processor - Georgetown (Job ID: 61303)
- ▶ Sales Associate/Representative - Georgetown (Job ID: 61345)
- ▶ Sales Associate - Brampton (Job ID: 62464)
- ▶ Sales Associate - Mississauga (Job ID: 62558)
- ▶ Shipping Coordinator - Etobicoke (Job ID: 61398)
- ▶ Site Coordinator - Mississauga (Job ID: 62038)
- ▶ Staff Accountant - Brampton (Job ID: 60554)
- ▶ Team Member - Hamilton (Job ID: 61532)
- ▶ Technical Product Support Specialist - Hamilton (Job ID: 61032)
- ▶ Technical Support Representative - Brantford (Job ID: 61096)
- ▶ Truck Driver - Concord (Job ID: 62230)
- ▶ Warehouse Associate - Mississauga (Job ID: 60938)
- ▶ Warehouse Associate - Georgetown (Job ID: 61017)
- ▶ Warehouse Lumper - Caledon (Job ID: 62259)
- ▶ Warehouse Supervisor - Milton (Job ID: 61555)

Last updated: 12/13/18

## TO APPLY, CALL YOUR NEAREST BRANCH

<b>Etobicoke</b>	<b>(416) 255 - 8400</b>
<b>Georgetown</b>	<b>(905) 873 - 9816</b>
<b>Hamilton</b>	<b>(905) 387 - 2220</b>
<b>Mississauga</b>	<b>(905) 270 - 8710</b>
<b>Toronto</b>	<b>(416) 784 - 9544</b>

**NEW JOBS  
POSTED EVERY DAY!**  
Visit [www.vpi-inc.com/jobs](http://www.vpi-inc.com/jobs)