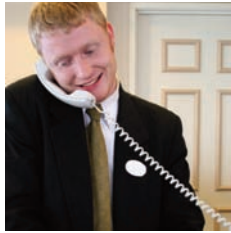
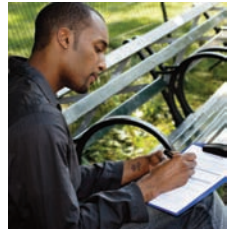
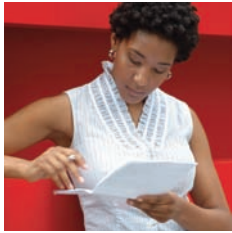


Life happens.

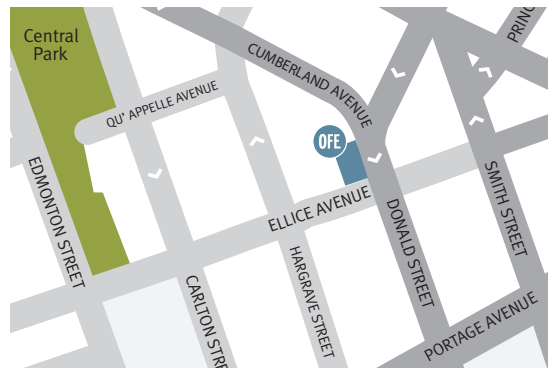
When circumstances change, we are here to help you find meaningful employment.



Opportunities for Employment (OFE) is a private organization made up of a team of professionals. We are dedicated to helping people prepare for and find employment.

Come to an information session Wednesday at 1:00 pm. Call **925 3490** to register. Employment services are provided FREE to Winnipeg residents.

We are located centrally in Downtown Winnipeg. OFE is accessible by bus and is located one block North of the MTS Centre on Donald Street at Ellice Avenue.



opportunitiesforemployment

HOPE IN ACTION

2nd Floor, 352 Donald Street
Winnipeg, Manitoba R3B 2H8
T 204 925 3490
F 204 925 3499
E ofe@ofe.ca
www.ofe.ca

FUNDING PROVIDED BY:
The Government of Canada
The Manitoba Government

Employment Services

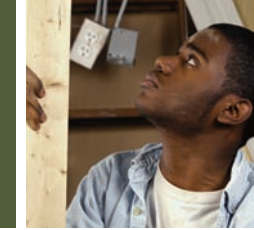
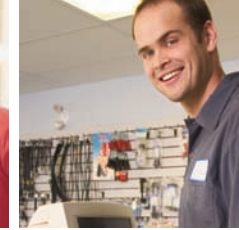
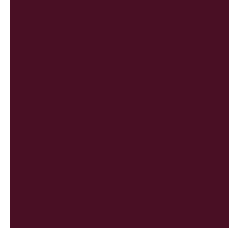
MAIN OFFICE

We specialize in providing FREE Employment Services to help Winnipeg residents find meaningful employment.



opportunitiesforemployment

HOPE IN ACTION



Employment Assistance Services

Opportunities for Employment offers a range of services for Winnipeg job seekers and employers. Our goal is to prepare individuals for the labour market and connect them with employers who are actively recruiting.

OFE's Main Office at 352 Donald Street in Winnipeg offers a variety of workshop options to enhance the employability of job seekers, including computer literacy. To learn more, call today at 925-3490 or visit us online at www.ofe.ca.

Employment Consultation Services

- One-on-one employment consultation
- Guided daily job search
- Networking opportunities
- Job searching assistance
- Interview preparation
- Resume development
- Daily job leads
- Direct access to employers
- Daily motivational sessions

Great opportunities.

Your next job is right around the corner, just like us.

Job Resource Centre

- 40+ Computers
- Phones
- Fax Machines
- Job Leads
- Resume Printing
- Messaging Services
- On-site Support Staff

Employ-Ability Skills Program

Combines life-skills based group learning activities with specific skill development. This program is for individuals who have never worked in the past, have done short-term job activities or need to make major changes in career direction.

Length: 8 weeks

Topics Include:

- Communication Skills
- Responsibility
- Interpersonal Skills
- Adaptability & Flexibility
- Organizational Skills
- Decision Making
- Positive Attitude
- Positive Self-Image
- Enthusiasm & Motivation

Computer Literacy for Employment Development

Available modules include:

Windows Operating Environment and Internet Usage
Microsoft Office modules available (basic, intermediate and advanced levels):

- Word
- Excel
- PowerPoint
- Outlook
- Access

Employment Development Certificates

Additional certificates available when enrolled in programming.

Length: 1 day

CPR Basic Life Saver Level C

Emergency First Aid

Responsible Alcohol Server's Certificate

Workplace Hazardous Materials Information System (WHMIS)

Forklift Operator's Certificate - Theory & Practical (combined with 2 weeks of job search preparation)

Take control.

Find greater independence through meaningful employment and achieve a positive outlook on life.

“At OFE, everything seemed to fall into place as I prepared to re-enter the workforce—my family life, my finances and my future. It was a positive life-changing experience.”

MATT

Find your pace.

We are not created the same. We learn and grow at a different pace. When it is time to find your place in meaningful employment, we are here to help.