

## VIRTUAL SERVICES

\*For registration/eligibility please call us at: (519)258-4076  
or email: [services@ncce1.org](mailto:services@ncce1.org)  
You can also visit us on our website at: [www.ncceinc.org](http://www.ncceinc.org)

### LABOUR MARKET ACCESS

- Provide Labour Market services to newcomers, Internally Trained Professionals and Youth by phone, email, online and texting/ video calls
- Assist with applying for COVID-19 related benefits such as CERB, EI and CRA account set up
- Assist with applying for jobs online
- Assist with resume and cover letter development
- Assist clients with filling out educational applications
- Deliver information sessions for Labour Market Information; Labour Market Information for Youth; Job Search Workshops; Business Development and Select for Success
- Conduct online research on various government websites, and provide information and referrals through emails, WhatsApp, phone and video calls
- Conduct initial needs assessments and provide Labour Market Action Plans to clients
- Assist clients to start businesses and connect clients to professional networks or other clients
- Connect with employers for the purpose of sending resumes of clients who want to apply for jobs
- Search for available jobs and send leads to clients
- Assist BDA clients with business related loan/grant applications

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