



# Orientation to Ontario

## WORKING IN ONTARIO

### PREPARING FOR WORK

To work, you must have a Social Insurance Number (SIN). To learn how to apply for it, visit Service Canada at [servicecanada.gc.ca](http://servicecanada.gc.ca) or [findlink.at/SIN](http://findlink.at/SIN)

### CREDENTIAL ASSESSMENT

An assessment will match the training and education you completed outside of Canada with its equivalent in the Canadian education system.

You may or may not need this assessment. It is best to find out if you need a credential assessment before applying for jobs. For more information, visit the Canadian Information Centre for International Credentials at [cicic.ca](http://cicic.ca) or [findlink.at/cicic-cred](http://findlink.at/cicic-cred)

### UNREGULATED AND SELF-REGULATED OCCUPATIONS

To work in an unregulated occupation, you do not need a special license. Unregulated occupations include financial managers, economists, computer programmers, bookkeepers, sales representatives, retail managers and many more.

There are some occupations where certification is available but is not required to work in Ontario. These are called self-regulated occupations and an example of this is a

human resource consultant. Many employers choose to hire certified professionals even though they are not required to by law.

### REGULATED OCCUPATIONS

To work in a regulated occupation, you will need a special license given by the Ontario regulatory body. Regulated occupations include social worker, nurse, massage therapist, electrician, plumber, engineer, architect and many more.

To find out whether your occupation is regulated, unregulated or self-regulated, visit [ontario.ca](http://ontario.ca) or [findlink.at/occup](http://findlink.at/occup)

To find out about licensing, call Global Experience Ontario at 1-866-670-4094 or visit [ontario.ca](http://ontario.ca) or [findlink.at/GlobalExpe](http://findlink.at/GlobalExpe)

### GLOBAL EXPERIENCE ONTARIO (GEO)

Global Experience Ontario offers a range of services for internationally trained individuals who are in a regulated profession or compulsory trade that is not health-related. To contact GEO, call 1-866-670-4094 or visit [ontario.ca](http://ontario.ca)

### HEALTHFORCE ONTARIO

HealthForceOntario provides information on licensing and career options for internationally trained health professionals. To contact HealthForce-Ontario, call 1-800-596-4046 or visit [healthforceontario.ca](http://healthforceontario.ca) or [findlink.at/healthprofs](http://findlink.at/healthprofs)

1-855-626-0002

<https://settlement.org/o2o>



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## BRIDGING PROGRAMS

Bridging programs provide training and work experience to internationally trained workers as well as job search assistance. These programs can also help you get the license that you need to practice in your regulated profession.

To find out more about bridging programs in your area, visit [canada.ca](http://canada.ca) or [findlink.at/training](http://findlink.at/training)

## LOOKING FOR WORK

The following programs and websites help newcomers learn about the labour market and find employment.

- Ontario labour market information: [ontario.ca](http://ontario.ca) or [findlink.at/LMI](http://findlink.at/LMI)
- Working in Canada Tool: [workingincanada.gc.ca](http://workingincanada.gc.ca) or [settlement.org](http://settlement.org) or [findlink.at/Employinfo](http://findlink.at/Employinfo)
- Service Canada database of jobs: [jobbank.gc.ca](http://jobbank.gc.ca)

## APPLYING FOR A JOB

**Employment Ontario** - When looking for a job, you need the right information about the necessary skills and experience for available positions as well as training opportunities. You also need to create a good resume and learn how to give an effective interview.

To learn about these skills and tools and to access other employment related services, visit an Employment Ontario office in your community. To find an Employment Ontario office call **1-800-387-5514** or visit [tcu.gov.on](http://tcu.gov.on) or [findlink.at/ineedajob](http://findlink.at/ineedajob)

For general information, call the Employment Ontario Contact Centre at 1-800-387-5656. Service is available in English, French and other languages.

**Canada Job Bank** - In addition to listing available jobs, the Canada Job Bank offers information on training and careers.

To learn more, visit [workingincanada.gc.ca](http://workingincanada.gc.ca) or [jobsetc.gc.ca](http://jobsetc.gc.ca)

## VOLUNTEERING AND INTERNSHIPS

Volunteering is an excellent way to learn new skills, gain experience and network with potential employers. An internship is a short-term work experience opportunity. Some internships are paid, others are volunteer opportunities.

Call 211 and ask for the location of your local volunteer centre.

Visit the Ontario Volunteer Centre Network at [ovcn.ca](http://ovcn.ca)

Career Edge provides internships in a variety of unregulated fields. For more information, call 1-888-507-3343 or visit [careeredge.ca](http://careeredge.ca)

## WORKPLACE RIGHTS

### The Ontario Human Rights Code

Under the *Code*, it is illegal to discriminate against or harass a person based on the person's age, race, country of origin, ethnicity, religion, disability, family status, gender identity or sexual orientation. Learn how the Code guarantees equality in the workplace at the Ontario Human Rights Commission: [ohrc.on.ca](http://ohrc.on.ca) or [findlink.at/ohrcemploy](http://findlink.at/ohrcemploy)

### THE EMPLOYMENT STANDARDS ACT (ESA)

This law sets out the standards that employers and employees must follow including hours, pay and work environment. To learn more, call the Ministry of Labour's Employment Standards Information Centre at 1-800-531-5551 or visit [ontario.ca](http://ontario.ca) or [findlink.at/err](http://findlink.at/err)

### The Occupational Health and Safety Act

This law protects the health and safety of workers and outlines the obligation of employers. Learn more about safety in the workplace and your rights as a worker at [ontario.ca](http://ontario.ca) or [findlink.at/hsafety](http://findlink.at/hsafety)

- *Worker Health and Safety Awareness in 4 Steps* is a publication of the Ministry of Labour. To request a copy, call ServiceOntario at **1-800-267-8097** or visit [ontario.ca](http://ontario.ca) or [findlink.at/hsawarenes](http://findlink.at/hsawarenes)
- To report a workplace safety concern, call **1-877-202-0008**.

## WORKERS' COMPENSATION

If you are injured at work, you may be eligible for compensation from the Ontario Workplace Safety and Insurance Board (WSIB). For more information, call 1-800-387-0750 or visit the WSIB at [wsib.on](http://wsib.on)

