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What is Job Bank?

Job Bank (www.jobbank.gc.ca) is Canada's one-stop Web site for finding a job. Each year, we help hundreds of thousands of workers find jobs, free of charge. It is the largest online listing of job opportunities posted in both English and French in the country, and is one of the most popular job-finding Web sites in Canada. If you are looking for a job, you can view up to 2,500 new job opportunities every day, and you can browse through as many as 50,000 job postings 24 hours a day, any day of the week.

What does Job Bank offer?

Job Bank features innovative online tools that will help you find a job. Our **Job Search** tool lets you search current job openings from coast to coast to coast. You can also register with Job Bank to use the following tools:

- Using **Job Match**, you can advertise your job profile to employers and receive a list of matching jobs.
- With **Job Alert**, you can receive by e-mail a list of job openings that match your search criteria.
- **Resume Builder** can help you create and save up to five individual résumés using a choice of layouts and résumé writing tips.
- With **Career Navigator**, you can access a navigator tool that helps you make career decisions.
- The **Training and Careers** tool will help you identify career options that best suit your interests, strengths, and skills.

In addition to these features, Job Bank also provides links to other government Web sites that could potentially help you find work.

Is there anything else I should know before I apply for a job?

If you have recently arrived in Canada, make sure you have applied for a Social Insurance Number so you can work in Canada. To apply for a Social Insurance Number, visit any Service Canada Centre. To find your local Service Canada Centre, visit the Service Canada Web site at www.servicecanada.gc.ca.

It is also a good idea to have your academic or professional credentials assessed. The Foreign Credentials Referral Office provides information and referral services in both English and French. You can contact the Office online at www.credentials.gc.ca, by telephone within

JOB BANK: HELPING YOU FIND A JOB IN CANADA

Canada at 1-888-854-1805 (TTY: 1-800-926-9105), or in person at any Service Canada Centre.

For more information

For more information on Job Bank in English and French, contact us:

- Click:** servicecanada.gc.ca
- Call:** 1 800 O-Canada (1-800-622-6232)
TTY: 1-800-926-9105
- Visit:** a Service Canada Centre

To read fact sheets on other Service Canada programs and services that have been translated into foreign languages, please visit our Web site at www.servicecanada.gc.ca/en/about/publication/foreign/index.shtml.