



**CENTRAL  
OKANAGAN**

ECONOMIC  
DEVELOPMENT  
COMMISSION

# Employment Search Resources

Current as of 3/31/2009

## Employment Search Resources

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| Access To Employment       | Operating with the support of Service Canada, this service assists unemployed persons with disabilities prepare and obtain employment. There are a variety of different supports available depending on your needs.   | Suite 280 – 1855 Kirschner Road<br>Kelowna, B.C. V1Y 4N7<br><br>Telephone: (250) 861-8602<br>Toll Free: 1-888-861-8602<br>Fax: (250) 861-7808<br>Email:<br><a href="mailto:accesstoemployment@telus.net">accesstoemployment@telus.net</a><br><br><a href="http://pimbc.ca/access-to-employment.html">http://pimbc.ca/access-to-employment.html</a> |
| BC Jobs                    | Online job board  | <a href="http://www.bcjobs.ca">www.bcjobs.ca</a>   |
| Bowman Employment Services | Bowman Employment Services is committed to assisting individuals in securing employment through assessment, counselling, referral and job placement based on individual client needs. Through our various programs, we endeavour to provide assistance in a manner that promotes independence, motivation, and self-confidence.<br><br>Bowman Employment Services is a private, incorporated entity that has been providing employment services since March 1989. | 211-1664 Richter Street<br>Kelowna, BC V1Y 8N3, Canada<br>(250) 861-3100<br><a href="http://www.bowmanemployment.com">www.bowmanemployment.com</a>   |
| Brant Consulting           | Online Job Board, Career Counseling and Assessments   | Suite 202<br>660 Lequime Rd<br>Kelowna, BC , V1W1A4<br>(250) 448-4561<br><br><a href="http://www.brantconsulting.com/">http://www.brantconsulting.com/</a>   |

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| Canada Employment Centre                | Career Planning<br>Jobs<br>Self Employment<br>Training and Learning  | 206-471 Queensway Avenue<br>Kelowna, BC V1Y 6S5, Canada<br>(250) 762-3018<br><a href="http://www1.servicecanada.gc.ca/eng/bc-yk/5622/esp/esp-co.shtml">http://www1.servicecanada.gc.ca/eng/bc-yk/5622/esp/esp-co.shtml</a>                         |
| Canada Jobs                             | Online job board   | <a href="http://www.canadajobs.com">www.canadajobs.com</a>   |
| Canadian Society for Social Development | <p>The Canadian Society for Social Development (CSSD) is a federally incorporated non-profit with charitable status. Our services are available online across Canada.</p> <p>Our mandate is to:<br/>Provide employment and skills training to persons facing barriers to employment: persons with disabilities, aboriginals, youth, the unemployed and individuals living in rural areas; and conduct research for the development of programs in the areas of entrepreneurship, leadership and distance learning.</p> | 3069 Miller Rd ,<br>Nelson, BC V1L 6Z8<br>(250) 825-9433<br><br><a href="http://www.cssd-web.org/">http://www.cssd-web.org/</a>  |
| CBD Network, Inc. (Kelowna, Vernon)     | CBD Network Inc. offers the Okanagan a unique full-service Career Management and Employment Resource Centre tailored to the Okanagan employment market. CBD's employment assistance program is specifically designed for people with high-end skill sets and/or a professional designation/post-secondary education. Our program will identify realistic career options, prepare a workable action plan and offer individuals encouragement and insight as   | #201 - 2033 Gordon Drive<br>Kelowna, BC, Canada<br>V1Y 3J2<br>(250) 717-1821<br>1-866-683-4556<br><br>Email: <a href="mailto:info@cbdnetwork.com">info@cbdnetwork.com</a><br><br><a href="http://www.cbdnetwork.com">http://www.cbdnetwork.com</a> |

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|  | they meet their career and/or employment objectives. Clients may be eligible for these services free-of-charge.  |   |
| Central Okanagan Employment for Immigrants (COIES) | We provide employment assistance services to Immigrants, Refugees, Visible Minorities, New Canadians, and First Generation Canadians. Our services focus on job search but also include information on educational upgrading and credential evaluation assistance. We assist clients with resumes, cover letters, Canadian job search skills, career planning, interview skills, and local LMI. We offer free job search and computer skills workshops, as well as preparation sessions for writing TOEFL, LPI and other English language exams. A computer lab and resource centre is available to clients. | 420 Leon Avenue<br>Kelowna, BC V1Y 6J3, Canada<br>(250) 762-4134<br>Email: <a href="mailto:coies@shaw.ca">coies@shaw.ca</a>                           |
| Craigslist   | Online job advertisements  | <a href="http://kelowna.en.craigslist.ca/">http://kelowna.en.craigslist.ca/</a>   |
| Everest Recruitment                                | Everest Recruitment actively recruits employees for many of the Okanagan's best companies. We provide a high quality service to both candidates and employers, so employers find the best employees, and candidates find the best opportunity. Free for candidates.  | 250-1855 Kirshner Road<br>Kelowna, BC V1Y 4N7, Canada<br>(250) 762-9940<br><a href="http://www.everestrecruitment.com">www.everestrecruitment.com</a> |
| Global Vocational Services Inc                     | Global Vocational Services assists workers who are in vocational transition seek appropriate solutions. Our focus is to provide individual counselling and group programs that assist displaced workers find   | 103 1635 Abbott Street,<br>Kelowna, BC V1Y 1A9<br>Tel (250) 762 - 0731<br>Fax (250) 762 - 0753<br><br>#5 2448 Main Street<br>West Kelowna, BC V4T 2S7 |

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|                                 | a new way of making a living.  | Tel (250) 768 - 8921<br>Fax (250) 768 - 8931<br><br><a href="http://globalvocationalservices.com">http://globalvocationalservices.com</a>  |
| GT Hiring Solutions             | <p>offering employment programs including:</p> <p><a href="#">Human Resource Consulting</a>: a wide variety of recruitment and strategy services;</p> <p><a href="#">BC Employment Program</a> (BCEP): an employment services and supports program;</p> <p><a href="#">Landings</a>: a management recruitment service for the tourism and hospitality sector;</p> <p><a href="#">Journeys</a>: a selection of employment and training services for people of Aboriginal descent; and</p> <p><a href="#">HardHats</a>: a program that provides training and skilled workers for entry-level positions in the construction industry.</p> | <p>30, 565 Bernard Avenue<br/>Kelowna, BC V1Y 8R4<br/>Phone: 250.763.6339<br/>Fax: 250.763.6682</p> <p><a href="http://www.gthiringsolutions.ca/">http://www.gthiringsolutions.ca/</a></p> |
| Integrated Career Opportunities | <p>ICO provides opportunities for employment in community by teaching individuals the skills necessary to find, secure and maintain the employment of their choice by partnering with community employers.</p> <p>We also provide assessments and training of those life skills which are necessary to sustain successful employment.</p>  | <p>555 Fuller Avenue<br/>Kelowna, BC V1Y 7W8<br/>(250) 763-9499</p>  |
| Jobwave/Jobstore                | <p>Whether you're a job seeker or an employer looking to grow your team, our job bank has the right match for you.</p>   | <p>Suite 31-565 Bernard<br/>Kelowna, BC V1Y 8R4, Canada<br/>(250) 762-6564<br/><a href="http://www.jobstore.com">www.jobstore.com</a></p>  |

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| Kelowna Jobs                 | Online job board   | <a href="http://www.jobskelowna.com/">http://www.jobskelowna.com/</a>   |
| Kelowna Jobs & Employment    | Employment Search Network. Post your resume online for free. Employers can post job openings and search our vast resumes.  | <a href="http://www.kelownajobs.com/">http://www.kelownajobs.com/</a>   |
| Kijiji Classified Ads        | Kijiji is a group of free, local, community classifieds websites.  | <a href="http://kelowna.kijiji.ca/f-jobs-W0QQCatIdZ45">http://kelowna.kijiji.ca/f-jobs-W0QQCatIdZ45</a>   |
| Ki-Low-Na Friendship Society | <p>Seasonal and Casual Employment Service for Aboriginals. Our program includes the following components:</p> <p><b>Casual Labour Program:</b> Free referral service for local employers requiring employees on short notice.</p> <p><b>The Agriculture Labour Program</b> operates year round. This program provides harvest labour information to local workers, workers from other provinces (primarily Quebec) and international travellers.</p> <p><b>Pre-Employment Program</b> runs from November to April and consists of six, three week programs designed to assist clients facing multiple barriers to employment access jobs, training or rehabilitation.</p> <p><b>Cap Site Program</b><br/>The KFS Employment Centre is a host site for the Community Access Program, a public access computer which enables clients to access labour market information, programs, career planning and e-mail.</p> <p><b>The Career Counselling program</b> is funded by O.T.D.C. (Okanagan Training &amp; Development Council)</p> | <p>442 Leon Avenue,<br/>Kelowna, BC V1Y 6J3<br/>Phone: (250) 763-4905</p> <p>Email: <a href="mailto:reception@kfs.bc.ca">reception@kfs.bc.ca</a></p> <p><a href="http://www.kfs.bc.ca/">http://www.kfs.bc.ca/</a></p> |

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|                                      | and provides employment, training and education services to urban First Nation clients in the Kelowna area.   |   |
| Labor Ready                          | -temporary employment<br>-full time field career opportunities<br>-temporary employees  | 513-B Lawrence Avenue<br>Kelowna, BC V1Y 6L8<br>(250) 762-9675<br><a href="http://www.laborready.com">www.laborready.com</a>  |
| Labour Unlimited Temporary Services  | Labour Unlimited Temporary Services is a Canadian owned and operated company in the business of providing temporary labour solutions to the light industrial, and construction industries.  | 1787 Harvey Street<br>Kelowna, British Columbia<br>Tel: (250) 717-0502<br>Fax: (250) 717-0503<br>Toll Free: 1-866-717-0502<br>E-mail:<br><a href="mailto:kelowna@labourunlimited.com">kelowna@labourunlimited.com</a><br><br><a href="http://www.labourunlimited.com">www.labourunlimited.com</a> |
| LeClair & Associates Consulting Ltd. | Career & Vocational Counselling Employment Services   | Suite 204<br>1634 Harvey Ave<br>Kelowna, BC , V1Y6G2<br>(250) 860-4912  |
| L.P. Kurach & Associates             | L.P. Kurach & Associates is a professional search firm specializing in the recruitment and placement of industry specific staff. Our firm is known for its success in recruiting for the following positions: <ul style="list-style-type: none"> <li>• executive &amp; middle management</li> <li>• engineering &amp; technical</li> <li>• sales &amp; marketing</li> <li>• materials &amp; production management</li> <li>• safety &amp; environment</li> <li>• human resources</li> <li>• telecommunications</li> <li>• trades</li> </ul> | 1751 Westlake Road<br>Kelowna, British Columbia, Canada<br>V1Z 3H9<br>Phone: (250) 769-1415<br><br><a href="http://www.lpkurach.com">http://www.lpkurach.com</a>  |

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| MiQuest Careers Inc.   | Job recruitment and employment placement service for Kelowna and the Okanagan area. Includes current posting on jobs available, profile, policies, and contact information.   | 406 – 1708 Dolphin Avenue,<br>Kelowna, BC V1Y 9S4<br>(250) 717-8893<br>1-877-717-5627<br><br><a href="http://www.miqwest.com/jobpostings/jobpostings.php">http://www.miqwest.com/jobpostings/jobpostings.php</a>   |
| Monster  | Online job board  | <a href="http://www.monster.ca">www.monster.ca</a>   |
| Okanagan Boys & Girls Club Youth Employment Services   | Okanagan Boys and Girls Clubs' program for young adults ages 16-29 who are seeking employment. Clients are provided with the opportunity to develop Employment Skills and Personal Management Skills. In giving back to the community, clients are able to help non-profit businesses such as Kelowna Foodbank and SHARE, which enables them to create local job references and enhance their employment profile. Youth Employment Services supports clients in finding paid employment through individual support and staff assisted job search. | 2466 Main St<br>Westbank, BC V4T 1Z1<br><br>Mailing Address:<br>c/o Youth Employment Services<br>PO Box 20222<br>RPO Towne Centre<br>Kelowna, BC V1Y 9H2<br><br>250) 707-1396<br>Email: <a href="mailto:yes@boysandgirlsclubs.ca">yes@boysandgirlsclubs.ca</a><br><br><a href="http://www.boysandgirlsclubs.ca">www.boysandgirlsclubs.ca</a> |
| Okanagan French Employment Services Centre<br><br>Centre Francophone De Service A L'emploi De L'okan | An employment service for French speaking persons or those whose preference is to receive services in French. They offer a variety of programs to assist you in your work search, translation of resume, other employment related documents and a resource centre. Advice on academic and vocational training as well as counselling to access other services available.  | 702, avenue Bernard<br>Kelowna<br>Colombie-Britannique<br>V1Y 6P5<br>(250) 712-9213<br>(250) 860-4074<br>1-866-920-4074<br><br><a href="mailto:ccfo@shawcable.com">ccfo@shawcable.com</a><br><br><a href="http://www.leccfo.org/">http://www.leccfo.org/</a>   |

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| <p>Okanagan High Tech Jobs</p>                          | <p>The Okanagan Science and Technology Council (OSTEC) maintain two separate directories that are of value to both job seekers and OSTEC member organizations. Access to job postings is available to all.</p>   | <p>Suite 320 – 1632 Dickson Avenue<br/>Kelowna, BC V1Y 7T2<br/>250-712-3344<br/>Email: <a href="mailto:admin@ostec.ca">admin@ostec.ca</a><br/><br/><a href="http://www.ostec.ca">www.ostec.ca</a></p>   |
| <p>Okanagan Staffing Services Inc.</p>                  | <p>We provide ongoing temporary, contract and permanent employment opportunities with Okanagan employers, in a wide array of skill categories. We specialize in the placement of temporary and permanent staff in the following areas:</p> <ul style="list-style-type: none"> <li>• Accounting/Contracts</li> <li>• Office Administration</li> <li>• Sales/Marketing</li> <li>• Information Technology</li> <li>• Administrative Support</li> <li>• Computer Support</li> <li>• Clerical, Reception &amp; Data Entry</li> <li>• Labourers</li> <li>• Finance/Banking</li> <li>• Technical</li> </ul> | <p>1441 St. Paul Street<br/>Kelowna, BC V1Y 2E4, Canada<br/>(250) 717-0506<br/><a href="http://www.okanaganstaffing.com">www.okanaganstaffing.com</a></p>   |
| <p>Opportunities Fund for Persons with a Disability</p> | <p>The objective of the Opportunities Fund is to help unemployed persons with disabilities prepare for and obtain employment or self employment. The Opportunities Fund allows disabled clients to participate in employment activities even though they are not "Insured Participants" (Targeted Wage Subsidies, Self Employment, Skill Training, and Job Creation). Participants are</p>   | <p>Mail:<br/>140 Promenade du Portage<br/>Phase IV, 4th Floor<br/>Gatineau, Quebec K1A OJ9<br/><br/>1 800 O-CANADA (1-800-622-6232)<br/>Teletypewriter: 1 800-926-9105<br/><br/><a href="http://www.hrsdc.gc.ca/eng/disability_issues/index.shtml">http://www.hrsdc.gc.ca/eng/disability_issues/index.shtml</a></p> |

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|  | <p>expected to continue on their current source of support, if any; otherwise living expenses may be provided on the basis of negotiated weekly rates. In addition, participants may receive support toward other expenses such as tuition, commuting and dependant care.</p>  |   |
| Platinum Personnel                                       | <p>Platinum Personnel, a privately owned company, was established in 1999 as a full service personnel agency. We offer both permanent and temporary placements and full-time and part-time opportunities.</p>  | <p>1475 Ellis St<br/>Kelowna, BC V1Y, Canada<br/>(250) 979-7200<br/><a href="http://www.platinumpersonnel.ca">www.platinumpersonnel.ca</a></p>  |
| Project New Start (Ex-Offender Transition to Employment) | <p>Employment assistance for men and women referred from the justice system. Program of Okanagan Halfway House Society.</p>  | <p>1822 Chandler St<br/>Kelowna V1Y 3Z1<br/>250- 860-9963<br/><a href="mailto:projectnewstart@telus.net">projectnewstart@telus.net</a></p>  |
| Service Canada – Career Resource Centres                 | <p>If you need help to find out what you want to do for a living or are considering a change, then career planning or employment counselling might be right for you. The following organizations provide services such as vocational testing, career goal setting, and counselling on employment related issues. Provides a range of self serve and assisted career planning resources as well as referral services.</p> | <p><b>Downtown:</b><br/>103, 1635 Abbott Street,<br/>Kelowna, B.C<br/>250 762-0731<br/><b>Rutland:</b><br/>431 Highway 33 W.,<br/>Rutland, B.C<br/>250 765-2411<br/><b>Westside:</b><br/>Unit 5, 2448 Main Street,<br/>Westbank, B.C<br/>250 768-8921<br/><b>Lake Country:</b><br/>#32 - 10051 Hwy. 97 North,<br/>Winfield, B.C.<br/>250 766-1680<br/><b>Peachland:</b><br/>5812 Beach Avenue,<br/>Peachland, B.C.<br/>250 767-2607</p> |

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| Service Canada Centre for Youth | Assists businesses and young workers with their summer employment needs. The Centre provides young people with job postings, interview advice, résumé building and job search strategies and employers with a location to post job openings. SCCYs also provide valuable information on health and safety in the workplace.   | 471 Queensway Avenue<br>Kelowna, BC<br>250-762-3018 ext 231<br>1-800-622-6232<br>Matthew Koovisk<br><a href="mailto:Matthew.koovisk@servicecanada.gc.ca">Matthew.koovisk@servicecanada.gc.ca</a><br><br><a href="http://www.jobbank.gc.ca">www.jobbank.gc.ca</a> (student youth job search/British Columbia/Okanagan Area)<br><a href="http://www.servicecanada.gc.ca">www.servicecanada.gc.ca</a> |
| Theo BC                         | THEO BC is a dynamic, non-profit organization accredited by PCTIA (the Private Career Training Institutions Agency of BC) and dedicated to offering a selection of exemplary employment-related programs, courses, continuing education, leisure activities, and supported education services.  | 101-591 Bernard Avenue<br>Kelowna, BC V1Y 6N9, Canada<br>(250) 763-9002<br>(250) 260-4974<br><a href="http://www.theobc.org">www.theobc.org</a>  |
| T.I.E.R. Support Services Ltd.  | <p>A private human service agency providing support to individuals who have developmental disabilities and employment barriers. Specific Programs are:</p> <p>Community Support: Life-skill Assistance, Social Opportunities, Residential Support, Small Group Activities, Life-sport, leisure activities, Budget/Financial Management Courses.</p> <p>Vocational Support: Assistance with individual Employment Planning and Placement. Job Coaching Assistance, Volunteer Placements, Job Finding Club Courses, Assistance with Resume Preparation, Community</p> | 165 Rutland Rd N<br>Kelowna, BC V1X 3B1<br>250-765-2040<br><br><a href="mailto:info@tier.ca">info@tier.ca</a><br><br><a href="http://www.tier.ca">www.tier.ca</a>  |

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|  | Research and Employment Networking.  |  |
| T.R.A.D.E.S.                                     | T.R.A.D.E.S. is a no fee employment assistance service specializing in the trade sector, available to unemployed and under-employed adults and youth.                            | 1652 Pandosy St ,<br>Kelowna, BC V1Y 1P7<br>(250) 712-0003<br>Toll Free: 1.877. 712.0003<br><a href="mailto:tradesokanagan@telus.net">tradesokanagan@telus.net</a><br><br><a href="http://www.tradesbc.org">www.tradesbc.org</a> |
| Western Institute for the Deaf & Hard of Hearing | For the hearing impaired:<br>-Job Search Assistance<br>-Resumes, Cover Letters & Interview Skills<br>-Worksite Assessments & Support Follow Up & Support                         | 120-1735 Dolphin Avenue<br>Kelowna, BC V1Y 8A6, Canada<br>(250) 763-3562<br><a href="http://www.widhh.com">www.widhh.com</a>   |
| Workopolis                                       | Online job board   | <a href="http://www.workopolis.com">www.workopolis.com</a>   |
| YMCA-YWCA C# Career Contact Centre for Youth     | The C3* is an employment resource centre which provides FREE access to a ton of services. We are funded by Service Canada and operated by the YMCA-YWCA of the Central Okanagan. | 575 Lawrence Avenue<br>Kelowna, BC V1Y 6L8, Canada<br>(250) 717-2561<br><a href="http://www.careerccy.kelowna.bc.ca">www.careerccy.kelowna.bc.ca</a>   |