

Appendix D

JOB PATHWAY

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Social Insurance Number “The Social Insurance Number (SIN) is a nine-digit number that you need to work in Canada or to have access to government programs and benefits.” This site provides information about eligibility, the application process, required primary documents and fraud protection.

(<http://www.servicecanada.gc.ca/eng/sc/sin/index.shtml>)

Alternatives to Traditional Full-Time Employment This site explains the difference between job sharing, contract work etc.

(<http://alis.alberta.ca/ep/eps/tips/tips.html?EK=114>)

Job Search Handbook This handbook provides information on how to develop a resume, search for a job and prepare for an interview.

(http://www.sasknetwork.ca/html/jsh/JSearch_Index.htm)

Sask Jobs This site provides databases to search for a job by occupation, by region or by community. You may also post your resume for employers to view.

(<http://www.saskjobs.ca/>)

Government of Saskatchewan: The Career Centre This site provides information about jobs that are available in the provincial government.

(<http://www.careers.gov.sk.ca/>)

Prince Albert Job Shop This site is a searchable database for jobs within the area.

<http://regionalhelpwanted.com/home/278.htm>

Construction Job Store This site provides a database of available construction jobs.

(<http://sk.constructionjobstores.com/>)

Ready for Work “This web site is directed at three groups: students/ workers, teachers and employers and has a range of materials. The student/worker section provides guidelines, fact sheets, a quiz, a survey, a vacation pay calculator and links to legislation on employment standards and workplace health and safety.”

(<http://www.readyforwork.sk.ca/>)

Ready for Work: Tips for Parents (<http://www.readyforwork.sk.ca/downloads/Parents-Tip-Sheet-updated-Jan-09.pdf>)

Ready for Work: Tips for Young Workers

(<http://www.readyforwork.sk.ca/downloads/Young-Workers-Tip-Sheet-Jan-09.pdf>)

Workability: What You Need to Get and Keep a Job This document outlines the attitudes and skills that are required to become and stay employed.

(<http://alis.alberta.ca/pdf/cshop/Workability.pdf>)

New job? Here's How to Make a Good First Impression This site provides information about how to dress, act and speak on the job.

(<http://alis.alberta.ca/ep/eps/tips/tips.html?EK=3340>)

SaskNetWork: Know Your Rights and Responsibilities

(<http://www.sasknetwork.ca/html/Youth/yourrights.htm>)

Minimum Wage Regulations

(<http://www.qp.gov.sk.ca/documents/English/Regulations/Regulations/L1R8.pdf>)

Minimum Age of Employment (<http://www.labour.gov.sk.ca/minimum-age-of-employment>)

Vacation Pay Calculator (<http://www.labour.gov.sk.ca/standards/vacation-pay-calculator>)

Workers' Rights

(<http://www.wcb.yk.ca/WorkplaceSafety/SafetyInYourWorkplace/WorkersRights.aspx>)

Workers' Responsibilities

(<http://www.wcb.yk.ca/WorkplaceSafety/SafetyInYourWorkplace/WorkersResponsibilities.aspx>)

Occupational, Health & Safety This site provides information about legislation, standards, programs and publications pertaining to health and safety in the workplace. (<http://www.labour.gov.sk.ca/ohs>)

Occupational Health & Safety: First Aid in Saskatchewan Workplaces This document outlines the responsibilities of the employers, contractors or owners to provide first aid training and supplies. (<http://www.labour.gov.sk.ca/first-aid.pdf>)

My Benefits

(http://www.jobsetc.gc.ca/eng/categories.jsp?category_id=21&crumb=7)

Rights and Responsibilities: A Guide to Labour Standards in Saskatchewan This document provides information about wages, overtime, holiday pay, shift work and

other workplace conditions.

(<http://www.labour.gov.sk.ca/rightsandresponsibilities>)

Labour Standards District Offices (<http://www.labour.gov.sk.ca/LSoffices/>)

WorkSafe Saskatchewan: Topic Index “The *WorkSafe Saskatchewan* website is a collection of information designed to help workers and employers prevent injuries and illness in their workplace. The collection contains hundreds of documents on a wide variety of workplace issues.” (<http://www.worksafesask.ca/topics.html>)

WorkSafe Saskatchewan: Young Workers This site provides information and games about safety, health and labour employment standards.
(http://www.worksafesask.ca/topics/common_issues/young_workers.html)

Teen Worker Safety in Restaurants “This e-tool describes common hazards and potential safety solutions for teen workers and employers in the restaurant industry.” (<http://www.osha.gov/SLTC/youth/restaurant/index.html>)

WorkSafe Saskatchewan e-Tools This site links to numerous interactive Websites depicting virtual workplace scenarios and the common hazards that exist.
(<http://www.worksafesask.ca/topics/etools.html>)

Saskatchewan Workers Compensation Board This site provides information about what to do if you are injured at work.
(http://www.wcbask.com/book_workers.page)

Teen Summer Job Safety This site consists of six interactive scenarios: Landscaping, Lifeguarding, Parks and Recreation, Safe Driving, Farm Work and Restaurants.
(<http://www.osha.gov/SLTC/youth/summerjobs/index.html>)

Workplace Hazardous Materials Information System This site provides an e-course about WHMIS. (<http://www.vubiz.com/chaccess/Sask/>)

WHMIS Course This site has seven modules with a self test after each module.
(<http://www.whmiscourse.ca/coursecontent/index.html>)

WHMIS in Minutes This site provides narrated WHMIS training.
(<http://www.whmis.net/>)

St John’s Ambulance This site provides information about the availability of courses for Standard Level First Aid (SFA), Automated External Defibrillation (AED), Cardiopulmonary Resuscitation (CPR), Workplace Hazardous Materials Information System (WHMIS) and other courses.
(<http://www.sja.ca/Saskatchewan/Training/CourseCalendar/Pages/PrinceAlbertCourses.aspx>)

Saskatchewan Human Rights Commission “The Saskatchewan Human Rights Code protects your right to equality without discrimination based on the protected grounds of disability, age (18 or more), religion or religious creed, family status, marital status, sex, sexual orientation, race or perceived race, nationality, place of origin, ancestry, colour, or receipt of public assistance.”
(http://www.shrc.gov.sk.ca/complaint_process.htm)

Bullying in the Workplace This site provides information about what bullying is, how it can affect an individual and what can be done to eliminate it.
(<http://www.ccohs.ca/oshanswers/psychosocial/bullying.html>)

Anonymous or Third Party Complaints

(<http://www.labour.gov.sk.ca/Default.aspx?DN=1bdd3799-e6e5-4a50-bfc1-e631eb3cdf96>)

Right to Refuse Unusually Dangerous Work

(<http://www.labour.gov.sk.ca/Default.aspx?DN=87fc7ef0-b055-435e-a713-b92f93fc2edb>)

Harassment

(<http://www.labour.gov.sk.ca/harassmentpg/>)