



NOVA SCOTIA WORKS

6950 Mumford Road
Halifax, Nova Scotia B3L 4W1
Phone 902-455-9675
www.jobjunction.ca



JobJunction

Hours of Operation
Monday, Tuesday, Thursday, Friday
8:30am - 4:30pm
Wednesday
10:00am - 4:30pm
July and August: Close at 4pm

Follow Us!



Welcome

At **Job Junction** we can offer you a wide range of employment services and resources.
All of our services are offered without cost to you!

SELF SERVE RESOURCE CENTRE

- 18 Computers with internet access for creating résumés and cover letters
- Photocopier and fax machine for copying and faxing résumés to employers
- Scanner for converting a document to an electronic version
- Telephone for contacting employers
- Access to your email account for job search purposes
- On-site job fairs and recruiting events
- Typing Tutor program
- *Career Cruising* online career decision making software
- Job Board-both online and in our resource centre
- Easy online access to hundreds of websites with job postings
- Knowledgeable staff to offer guidance
- Accessibility Computer available
- Resume, Cover Letter, and LinkedIn Critiques
- Web Conferencing technology available
- Employment and career resource library

WORKSHOPS

- Résumé Writing
- Ace the Interview
- Hidden Job Market
- Transferable Skills
- Communication Skills
- Résumé Toolkit
- Cover Letter
- Career Planning
- Social Networking
- WHMIS
- Microsoft Word Level 1 & 2
- Microsoft Excel Level 1 & 2
- Microsoft Power Point
- Stress Management

CASE MANAGEMENT SERVICES

- Employment Counselling
- Career Decision Making
- Job Search Strategies
- Assessment of Employment Needs
- Labour Market Information Research
- Job Development
- Information & Assistance regarding Employment Nova Scotia programs including:
 - Skills Development
 - Job Creation Partnerships
 - START Program
 - Self-Employment Benefits



Case Management Services in HRM Area Updated Sept 2018

Halifax

TEAM Work

7051 Bayer's Road, Suite 501 (5th Floor)
Halifax, NS B3L 2C1
P: 902-422-8900
F: 902-422-3992
W: www.teamworkbridge.org

YMCA Employment Centre

2269 Gottingen Street
Halifax, NS B3K 3B7
P: 902-425-3464
www.ymcaemploymentcentre.ca

Job Junction

6950 Mumford Road
Halifax Shopping Centre Annex
Halifax, NS B3L 4W1
P: 902-455-9675
F: 902 453-2345
E: contact@jobjunction.ca
W: www.jobjunction.ca

Dartmouth

YMCA Employment Centre

14-118 Wyse Road
Dartmouth, NS B3A 1N7
P: 902-461-2513
W: www.ymcaemploymentcentre.ca

YMCA Employment Centre

35 Wilfred Jackson Way
Dartmouth, NS B2Z 1A8
P: 902-461-2513
W: www.ymcaemploymentcentre.ca

YMCA Employment Centre

5 Cumberland Drive (Cumberland Plaza)
Cole Harbour, NS B2V 2T6
P: 902-461-2513
W: www.ymcaemploymentcentre.ca

Other Areas of HRM

Opportunity Place Career Resource Centre

108 Cobequid Road, Suite 100
Lower Sackville, N.S. B4C 2N2
P: 902-864-7520 F: 902-869-3836
E: staff@opportunityplace.ca
W: www.opportunityplace.ca

YMCA Employment Centre

22756 Highway # 7
Sheet Harbour, NS B0J 3B0
P: 902-885-3593
W: www.ymcaemploymentcentre.ca

YMCA Employment Centre

1515 Main Road Eastern Passage, NS B3G 1M7
P: 902-461-2513
W: www.ymcaemploymentcentre.ca

YMCA Employment Centre

12943 Highway 224 Musquodoboit, NS B0N 2H0
P: 902-384-2390
W: www.ymcaemploymentcentre.ca

YMCA Employment Centre

5228 Highway 7 Porters Lake, NS B3E 1J8
P: 902-827-4117
W: www.ymcaemploymentcentre.ca