

# Job Matching, Placement & Incentive Services:

Job Matching, Placement & Incentive Services is under the Employment Ontario programming, funded by the Ministry of Training, Colleges and Universities.

**Your business may be entitled to a training incentive for NEW employees!**

The needs and duration of his/her training period will determine the amount in which you are entitled. If you are interested, we register your business and provide ongoing support before, during and after the placement.

Also, if the new employee is hurt/injured during the placement contract, you may elect to file the claim under either your own coverage or under the Ministry's WSIB coverage. If you file claims under the Ministry's WSIB, the experience ratings and premiums for your own coverage will not be affected.

Eligibility requirements:

- ⇒ Potential candidates must be **unemployed** (or under-employed), not in receipt of WSIB, not in school full-time and at least 16 years of age. Also, they cannot be a direct relative to the employer and/or supervisor.
- ⇒ They CAN be part-time and/or alternative education students, in receipt of E.I. benefits and again, as long as they are 16 or older, age is NOT a factor!

## If you want to hire, we want to help!

NCDS is open

8:30 am ~ 4:30 pm

Monday to Friday

April to September, we are open late  
on Thursdays until 7:00 pm

Northern Community  
Development Services

304 Scott Street, Fort Frances, ON P9A 1G9

Ph: (807) 274-2282 Fax: (807) 274-2000

Toll Free Phone: 1-866-974-JOBS (5627)

[www.ncds4jobs.ca](http://www.ncds4jobs.ca)

Rainy River Satellite Office:

Open Tuesdays 10:00 am ~ 3:00 pm

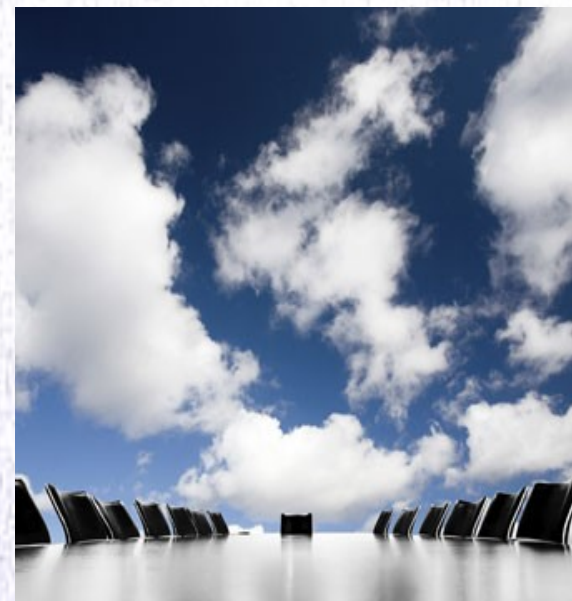
334 Fourth Street, Rainy River, ON

Ph./Fax: (807) 852-4173



Employment Ontario programs are funded in part by the Government of Canada.

# Employer Guide



*Northern Community  
Development Services  
Employment Resource Centre*

# NCDS

Northern Community Development Services

NCDS is a local Employment Resource Centre that specializes in assisting people of all ages find employment/training opportunities. We are a non-profit social service organization serving the Rainy River District since 1975.



We can assist you with your hiring process! NCDS is able to recommend a candidate (s) to meet your needs. We will have a pool of potential employees who are ready to work that we'd be happy to pre-screen and refer to you for an interview.

## There's more...

**Contact NCDS prior to beginning your hiring process.** When you are in need of a new staff member, let us know and we can help you get the ball rolling!

### What WE can do for YOU:

- ✧ Create a help-wanted ad to be posted on our job board.
- ✧ Accept resumes and/or applications on your behalf and pre-screen candidates.
- ✧ Also, we can arrange interviews to be held at your place of business, or here, in our office.

***ALLOW US TO HELP YOU  
FIND THE RIGHT FIT FOR  
YOUR BUSINESS!***



- ⇒ It is our recommendation that clients participate in employment readiness workshops (i.e. Employer Expectations, Customer Service, WHMIS, etc.) and attend regular appointments with their Case Managers, prior to beginning a placement or job trial. This process can ensure that they are "job ready" and on the right path to becoming a great addition to your working team!



## WORKSHOPS

Available to clients, employers and the public at large - we can come to you. Arrange for NCDS to hold workshops for your employees!

- ✧ FIRST AID/CPR
- ✧ WHMIS/NORCAT SAFETY TRAINING
- ✧ SERVICE EXCELLENCE
- ✧ SMART SERVE
- ✧ IN GOOD HANDS (SAFE FOOD HANDLING)
- ✧ AND MANY MORE! PLEASE CONTACT US FOR AVAILABILITY

