INTERACTIVE TOOLKIT

PEEL HALTON

Workforce HUB

A multi-purpose reference guide
designed for:

- **Training & Skills Development Practitioners**
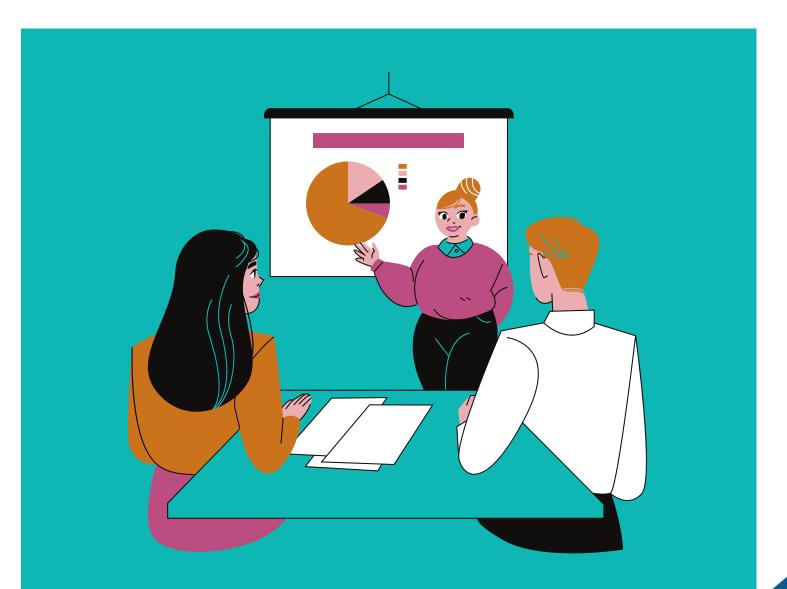- **Job Seekers** • **Employers**
- **Employment Service Providers**

For more information on labor market resources and work in Peel Halton visit

peelhaltonworkforce.com

Peel Halton Workforce Development Group

Peel Halton Workforce Development Group (PHWDG) is a community-based, not-for-profit organization working collaboratively with a cross section of partners in the Peel and Halton communities on:

Projects that **positively** affect labor market issues

Highly interactive processes that results in **strategic tools for building community partnerships**
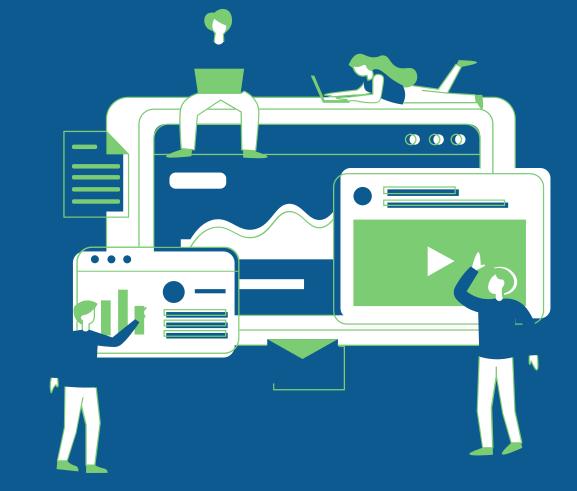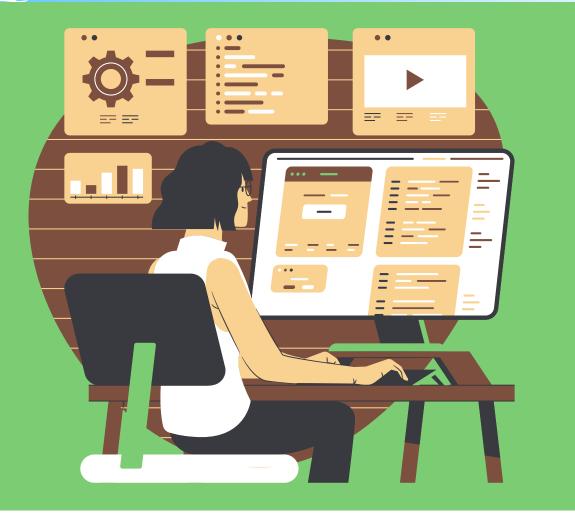

PEEL HALTON
Workforce HUB

Peel Halton
Workforce Development Group

Our Mandate

To carry out labor market information and intelligence
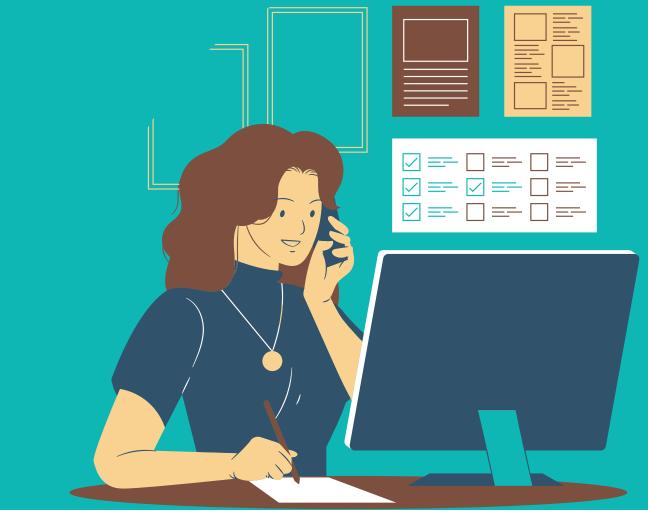
To carry out integrated planning

To carry out service coordination for employers

PEEL HALTON Workforce HUB

Peel Halton Workforce Development Group

Annually, Peel Halton Workforce Development Group

RESEARCH conducted on labor market trends

SHARES findings with the community partners & stakeholders accurately

CREATES a community action plan, in consultation of key partners & stakeholders

FACILITATES collaborative partnerships to address identified labor market issues

PEEL HALTON Workforce HUB

Peel Halton Workforce Development Group

All Available Tools

Job Finding Tools

Job Board

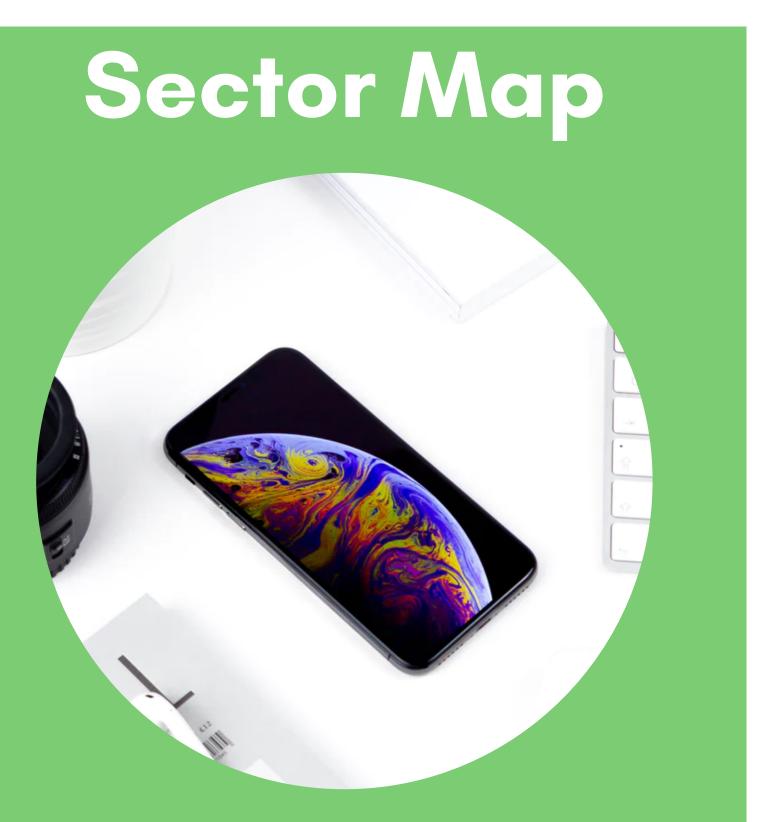Search dozens of job boards simultaneously with the LARGEST job board in the region

Job Map

Focus your job search to a more specified criteria through our numerous filter options

Workforce HUB

Peel Halton Workforce Development Group

All Available Tools

Workforce Development Tools

Sector Map

Our geographic mapping tool that displays job posting concentrations and company databases

Talent Map

Our geographic mapping tool that serves to geo-target talent attraction campaigns for hard-to-fill occupations

All Available Tools

Career Development Tools

Career Explorer

Our career path tool that allows YOU to find, research, and apply for your next job opportunity

Career Library

Learn more about different occupations based on variables including, regional demand and salary expectations

Peel Halton Workforce HUB

Peel Halton Workforce Development Group

Quick reference guides

Are available to help the user be more familiarized with the labor market resources

About Us

Reference Guides

About Peel Halton Workforce

For more information about Peel Halton Workforce, our research, and our members

Working in Peel-Halton

Is one of 25 local boards in the Province of Ontario, funded by the Ministry of Labour, Training and Skills Development (MLTSD).

Our goal is to empower you to find your next job in Peel Halton by providing you with timely and local labour market information (LMI), job opportunities in and around Peel Halton, and local resources.

Peel Halton Workforce Development Group

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Workforce Planning Ontario
www.workforceplanningontario.ca

This project is funded by the Government of Ontario

Job Board Reference Guide

Using the provided menu allows you to select criteria that will provide general results and a large number of job postings or a focused results and specific job postings:

1. **Search Jobs by Key Words** – allows you to search by job title, which provides a targeted search for jobs that contain the identified key words.

2. **All Industries** – is a drop down menu that allows you to select industries based on the North American Industry Classification System of NAICS as they are more commonly known.

3. **All Job Type** – allows you to search for job postings that advertise full-time or part-time work.

4. **All Skill Levels** – allows you to identify the level of the job you would like to search for such as an entry- level position, intermediate position or professional position.

5. **All Durations** – identifies jobs that are permanent, temporary or contract positions.

6. **Anywhere in the Region** – allows you to identify jobs that are located in specific towns and cities within the nine municipalities located in York Region.

7. **All Languages** – allows you to search for jobs where a specific language has been identified in the job posting.

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Found **8086** job posts of **8086** total.

heavy general labour – immediate start

Randstad

2020-10-23 · Full Time · · [...]Read More...

Go to Job Post

Patient Care Manager, Pediatric Inpatients and Women & Children Ambulatory Care

Trillium Health Partners

2020-10-23 · Full Time · Permanent · Job Description: Position: Patient Care Manager, Paediatric Inpatients and Women & Children Ambulatory Care Status: Full Time Dept/Health System: Womens & Childrens Health Program Posted: October 22, 2020 November 5, 2020 Trillium Health Partners (THP) is one of the largest community-based acute care facilities in Canada. Comprised of the Credit Valley Hospital, the Mississauga Hospital [...]Read More...

Go to Job Post

8. *Sort by Newest First* – by selecting one of these options, you will be able to view the most recent postings or the oldest posting first.

9. **Show 25 Posts Per Page** – allows you to select how many job postings you would like to view on each page.

10. *Search Now* – will begin the search process based on the criteria you have identified.

11. *Clear* – will remove all search criteria back to the default setting and allow for a new search

Find the words "All Tools" on the right hand side of the web page to find additional job finding tools, career development tools and workforce development tools.

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2

Job Map Reference Guide

After opening up the **'Job Map'** web browser, local towns and cities will show on the map. Select the name of the city or town you're interested in exploring:

1. **The map showcases circles with numbers inside them.** This number indicates how many jobs are posted in that area.

2. A **pin-like icon with a briefcase** indicates that there is only one job posted in the area.

Look at the **Job Map Tools on the left side** of the screen. There are **six** different ways that you can filter or change your search results when clicking on 'Job Markers', these include:

1. **Quick Find** - All Tags - allows you to make a quick search from the following options;Apprenticeship Jobs, Job Fairs, Remote Working Jobs, Student Jobs
2. **Show All Skill Types** – provides a drop down of all skill type options to choose from
3. **Show All Skill Levels** – allows you to identify the level of the job you would like to search for such as an entry- level position, intermediate position or professional position

4. **Show All Job Types** – allows you to search for job posting that advertise full-time or part-time work
5. **Show All Job Durations** – identifies jobs that are permanent, temporary or contract positions.
6. **Show All Job Languages** – allows you to search for jobs where a specific language has been identified in the job postings

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	Job Map Tools	
🚲	Cycling Routes - Burlington	☐
🚲	Cycling Routes - Oakville	☐
🚲	Trails - Peel Region	☐
🚲	Trails - Conservation Halton	☐
🧒	Child Care Centres	☐
🚗	DriveTest Centres	☐
🏫	Education - Elementary Schools	☐
🏫	Education - Secondary Schools	☐
🎓	Education - Post Secondary	☐
🏫	Education - Adult	☐
EO	Employment Ontario Services	☐
💬	Language Training	☐
📖	Literacy & Basic Skills	☐

See left hand toolbar for a selected number of the **MANY** programs/service employment opportunities situated within Peel–Halton Regions :
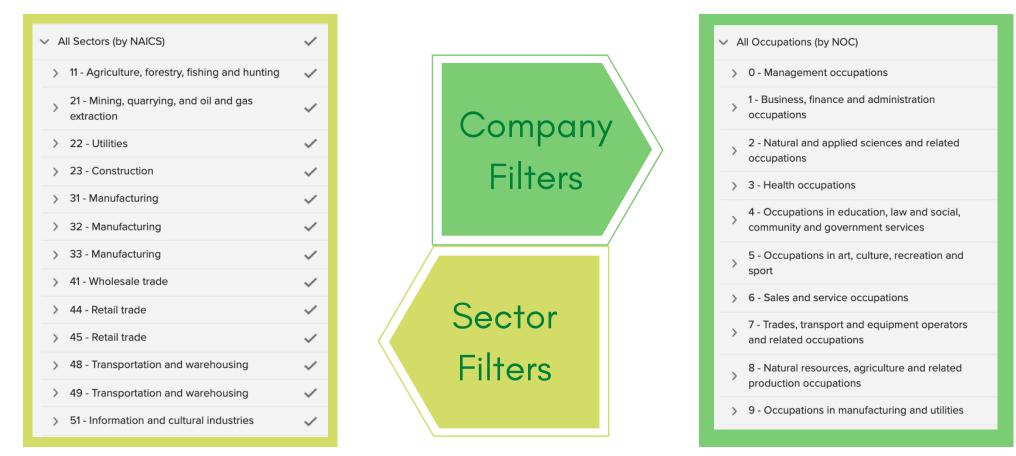
- Cycling Routes – Burlington;
- Cycling Routes – Oakville;
- Trails – Peel Region;
- Trails – Conservation Halton;
- Child Care Centres;
- DriveTest Centres;
- Education – Elementary Schools;
- Education – Secondary Schools;
- Education – Post Secondary;
- Education – Adult;
- Employment Ontario Services;
- Language Training; and
- Literacy & Basic Skills

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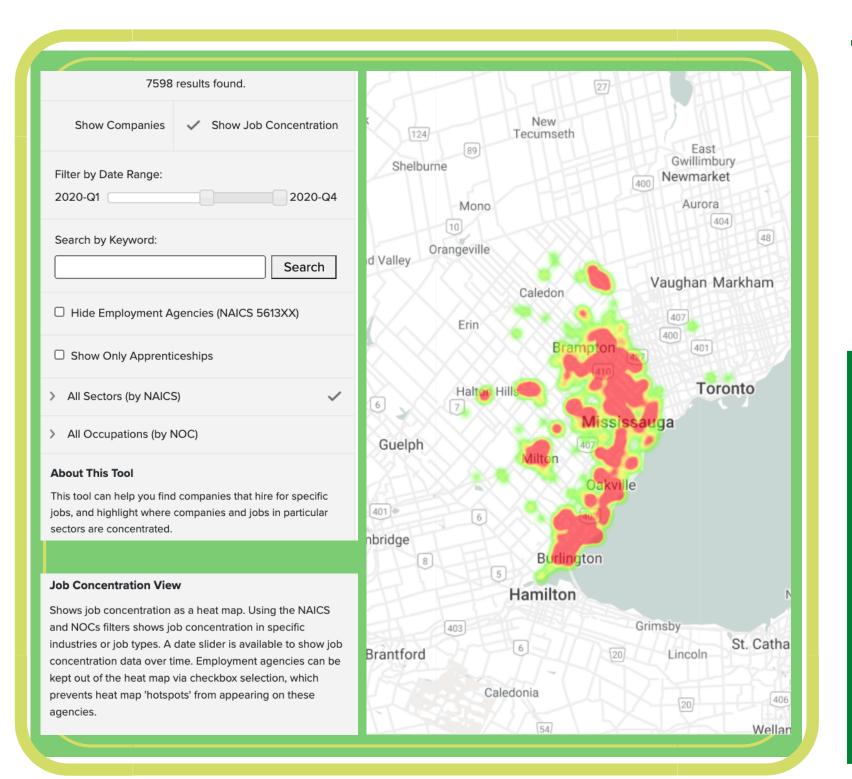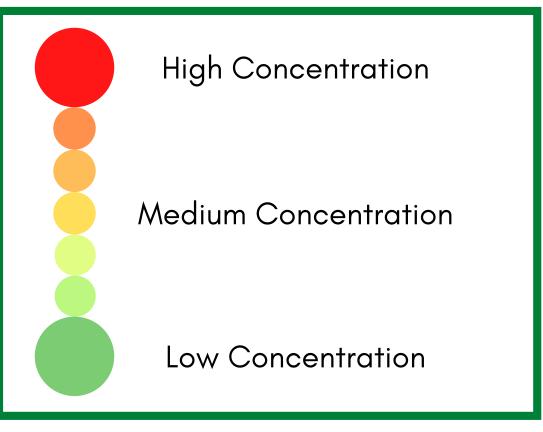
Sector Map Reference Guide

This tool can help you find companies that hire for specific jobs, and highlight where companies and jobs in particular sectors are concentrated. Users of this tool have the ability to filter their job search either by **Sector (NAIC)**, **Company (NOC)**, or **BOTH**.

Job Concentration View – Shows job concentration as a heat map. Using the NAICS and NOCs filters shows job concentration in specific industries or job types. A date slider is available (red highlighted boundary below) to show job concentration data over time. Employment agencies can be kept out of the heat map via checkbox selection, which prevents heat map 'hotspots' from appearing on these agencies.

The spectrum below illustrates the concentration range that our sector map will display upon your job search

High Concentration

Medium Concentration

Low Concentration

Companies View – Shows individual companies as markers on the map. Narrow your search by choosing one or more North American Industry Classification System (NAICS), which helps you find companies in selected sectors, or NOCs, which helps you find companies that hire specific job types. Combine these filters and add an optional keyword for more specific results.

Find the words "All Tools" on the right hand side of the web page to find additional job finding tools, career development tools and workforce development tools.

Talent Map Reference Guide

This tool can help you pinpoint international regions with talent pools you may be seeking to attract to your organization or your region.

How do I use the Talent Map tool?

First, select one or more occupations from the panel on the left. Then, select one or more map regions by clicking on them. You can un-select a region by clicking on it a second time, and you can clear all selections with the Clear All Selections button in the gray toolbar above the map.Once you have selected at least one occupation and one region, you will see tabular data for your selection(s) below the map. You can hit the "Print" button in the gray toolbar above the map to create a useful handout of the map and the data for the regions you have selected.

Relative to Population View – shows concentration of selected occupations as a percentage of the population of the map region. Darker map regions represent higher concentrations.

Absolute View – Shows the population sum of selected occupations. Darker map regions represent higher sums.

What is the process for bringing a worker from another country to Canada?

The Government of Canada has set up immigration programs that allow employers to recruit in-demand talent from other countries when it is challenging to hire from within Canada. More information is available on the Government of Canada's website.

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Data Sources Used for Talent Map Tool

Australia: Australian Bureau of Statistics. 2016 Census - Employment, Income and Education. OCCP - 4 Digit Level by SA4 (UR).

Canada: Statistics Canada, 2016 Census of Population, Statistics Canada Catalogue no. 98-400-X2016291.

Ireland: Central Statistics Office. EB049 Population Aged 15 Years and Over in the Labour Force 2011 to 2016 by Detailed Occupational Group, CensusYear and County and City. 2016 Census of Population.
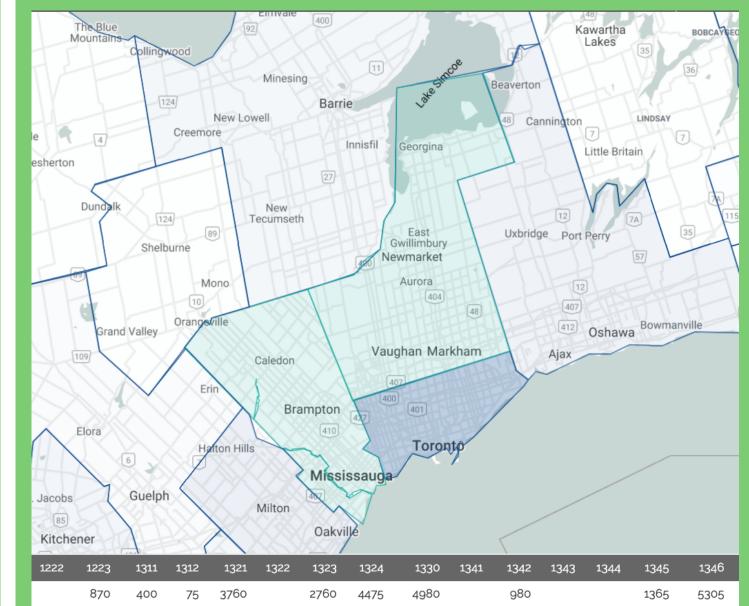
Latvia: Central Statistical Bureau of Latvia. TSG11-11. Employed population of Latvia aged 15 and over by occupation/position in main job, sex and age group; on 1 March 2011.

South Africa: Statistics South Africa. Quarterly Labour Force Survey Panel Data, 2019 Q3-Q4. Estimates.

Sweden: Statistics Sweden. Employees 16-64 years by region of work, occupation (4-digit SSYK 2012) and sex. Year 2014 – 2017.

UK: Office of National Statistics, 4-digit occupational coding (SOC) by age, highest qualification, sex, 4-digit industry (SIC), and NUTS 3 region, UK, 2018.

USA: U.S. Bureau of Labor Statistics, May 2018 Metropolitan and Nonmetropolitan Area Occupational Employment and Wage Estimates.

First select one or more occupations from the panel on the left. Then select one or more map regions by clicking on them. You can un–select a region by clicking on it a second time, and you can clear all selections with the "Clear All Selections" button in the gray toolbar above the map.

Once you have selected at least one occupation and one region, you will see tabular data for your selection(s) below the map.

1222	1223	1311	1312	1321	1322	1323	1324	1330	1341	1342	1343	1344	1345	1346
	870	400	75	3760		2760	4475	4980		980			1365	5305
	1085	660	70	3810		3540	2925	5300		1140			1655	6070
	0	15	30	15		75	30	20		60			75	25
0	**1955**	**1075**	**175**	**7585**	**0**	**6375**	**7430**	**10300**	**0**	**2180**	**0**	**0**	**3095**	**11400**

Find the words "All Tools" on the right hand side of the web page to find additional job finding tools, career development tools and workforce development tools.

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Career Explorer Reference Guide

Find the words *Career Explorer Options* tab located on the top left hand corner of the webpage. The following options will appear:

a) *Keyword Search* – allows you to search by job title, which provides a targeted search for

jobs that contain the identified key words.

b) *Filter by Sector* – allows you filter your search by 11 different sectors of work

c) *Bubble Size Options* – allows you to view career options by the size of median salary or

size of job openings. Each bubble will have a small circle at the bottom of it which

represents the current number of job postings available.

d) *Language* – provides you with the option to switch between English and French.

e) *Actions* – give you the option to 'Clear All Selections' and searches

Some of the bubbles are white in the centre, and others are dark blue in the centre. The **darker blue bubbles** means that these are **jobs in demand**. The numbers attached to the bubbles represent the current number of job postings available.

When clicking the bubble of interest, a panel will appear on the right side of the screen with information about this career. This will show the **Job Description, Wage/Salary, Skills and Active Job Postings**.

Example Searches on Career Explorer Tool

Aircraft Mechanic/Inspector – Job that **is in demand**

Electronics Manufacturing Supervisor – Job that **is NOT in demand**

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2

Career Library Reference Guide

The Career Library displays regional labour market information about all 500 **National Occupation Classification (NOC)** codes in both Peel and Halton Regions.

National Occupation Classification (NOC) – Is Canada's national system for describing occupations. Using this tool, you can learn about its main duties, local career opportunities, income, regional employment participation, or other useful information.

EXPLORE OCCUPATIONS

Browse / Search Occupations
Current Occupations in Demand
Historical Occupations in Demand
Occupation Blogs & Videos

HELP

What is a NOC?

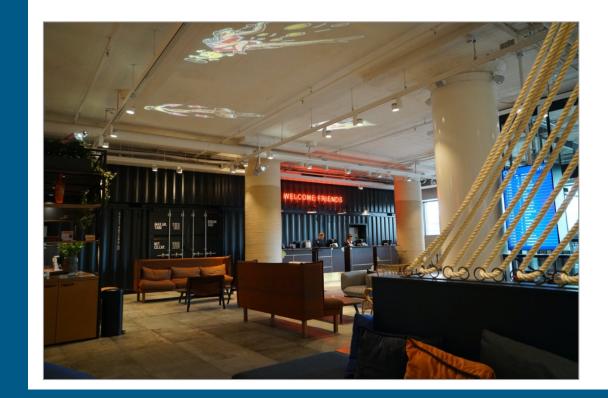On the left hand side of the webpage, you will see the following two categories:

- **Explore Occupations:**
    - Browse/Search Occupations – allows you to browse/search from a full list of all occupations.
    - Current Occupations in Demand – showcases the top ten occupations that are in the highest demand.
    - Historical Occupations in Demand – showcases a full list of historically high occupations in demand.
    - Occupation Blogs & Video – features supporting blogs and videos of various occupations.
- **Help:**
    - What is a NOC? – provides more information on what a NOC is.

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Example Search: Accommodation Service Managers

Accommodation service managers

National Occupation Code (NOC): **0632** · Browse All Occupations

Accommodation service managers plan, organize, direct, control and evaluate the operations of an accommodation establishment or of a department within such an establishment. They are employed by hotels, motels, resorts, student residences and other accommodation establishments, or they may be self-employed.

ADDITIONAL DETAILS

Alternate Job Titles

CAREER OPPORTUNITIES

Active Job Posts (0)

Career Paths

SALARY & INCOME DETAILS

Median Income by Education

Median Income by Gender

REGIONAL EMPLOYMENT PARTICIPATION

by Age Group

by Industry

by Employment Type

by Gender

by Class of Worker

by Labour Force Status

by Education Level

Once an occupation of interest is selected, you will be promoted to a brief description of the occupation. Scroll down and find a toolbar on the left hand side of your webpage and see:

- **Additional details**;
- **Career opportunities**;
- **Salary and income details**; and
- **Regional employment participation**

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2