Working in Canada – What You Need to Know

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International Student Advisor

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Career Coach, International Students

January 31, 2024
AGENDA

- **Work regulations for international students**
  - Work on campus (without a work permit)
  - Work off campus (without a work permit)
    - Temporary policy on off-campus work hours
  - Work as a co-op student or intern
  - Post-Graduation Work Permit (PGWP)
  - Work authorization after completion of study program

- **Career Services Support on campus**

- **Q & A**
WORK ON CAMPUS (WITHOUT A WORK PERMIT)

You can work on campus if you:

✓ Are a full-time student at a DLI
  ✓ Or if you are a part-time student in your last term and you were a full-time student up until your last term

✓ Have a valid study permit

✓ Have a SIN

Note: Your study permit must have a condition that says you are allowed to work on-campus and you must have started your study program.

How many hours can I work on campus?

• **Unlimited** number of hours from immigration perspective

• **Note:** No more than an average of 10 hours per week for graduate students. Please contact your Program if you would like to work on campus for more than 10 hours/week.

https://grad.uwo.ca/administration/regulations/4.html
WORK OFF CAMPUS (WITHOUT A WORK PERMIT)

You can work off campus if you:

✓ Are a full-time student at a DLI
  ✓ Or if you are a part-time student in your last term and you were a full-time student up until your last term

✓ You are enrolled in a post-secondary program that leads to a degree, diploma or certificate and that is at least 6 months long

✓ Have a valid study permit

✓ Have a SIN

Note: Your study permit must have a condition that says you are allowed to work off-campus and you must have started your study program.

How many hours can I work off campus?

• During school terms
  • You can work up to 20 hours per week.

• During scheduled breaks
  • You can work full-time.
    o Must be a full-time student both before and after the break.

NOTE: Graduate programs at Western don’t have summer breaks.
TEMPORARY POLICY ON OFF-CAMPUS WORK HOURS
(DOES NOT APPLY TO ON-CAMPUS WORK)

✓ International students who applied for a study permit (or extension) on or before December 7, 2023 will be able to work off campus full time during academic sessions till April 30, 2024.

✓ You must meet all eligibility criteria for off campus working.

✓ You need to stop working more than 20 hours/week on your study permit expiry date if you apply for a study permit (or study permit extension) after December 7, 2023.

✓ You must be in Canada or have re-entered Canada by April 30, 2024.

✓ Students are responsible for keeping track of the hours that they work off campus and proving that they are complying with the conditions of their study permit.

✓ Students will be expected to balance their studies and work so that they can continue to take classes full-time.

https://www.canada.ca/en/immigration-refugees-citizenship/services/study-canada/work/work-off-campus.html
ELIGIBILITY FOR A CO-OP WORK PERMIT

https://www.canada.ca/en/immigration-refugees-citizenship/services/study-canada/work/intern.html

NOTE: You can only use the co-op work permit to work for a university-approved employer and for the required school-related work placement.
POST-GRADUATION WORK PERMIT (PGWP)
ELIGIBILITY CRITERIA—INSIDE CANADA GRADUATES

You have up to 180 days to apply for a PGWP after completion of program
• A valid study permit at some point during the 180 days

Completed a study program
• at an eligible DLI
• at least 8 months long for public post-secondary DLIs
• leading to a degree, diploma or certificate

Maintained full-time student status throughout your program, except:
• Part-time only in your final academic session
• Approved leave of absence

Received final transcripts AND a PGWP letter
• from Registrar’s Office

COVID-19: If you had to stop studying or change to part-time studies between March 2020 and Fall 2020 due to COVID-19, you may still be eligible for a PGWP. Please keep all the supporting documents.

Don’t let your status expire!
Your study permit expires as of the expiry date on the permit or 90 days after the day you complete your studies, whichever comes first.
WORK AUTHORIZATION AFTER COMPLETION OF YOUR
STUDY PROGRAM (2 WAYS YOU CAN WORK FULL-TIME)

• If you have applied for a PGWP and you meet all these conditions:
  • You had a valid study permit when you submitted your PGWP application
  • You have completed your study program
  • You were eligible to work off-campus without a work permit while studying
  • You didn’t work more hours than you were allowed to

NOTE: You must stop working the day you are notified by IRCC that your application is refused.
WORK AUTHORIZATION AFTER COMPLETION OF YOUR STUDY PROGRAM (2 WAYS YOU CAN WORK FULL-TIME)

• If you are starting a new study program and you meet all these conditions:
  • You have officially completed your study program
  • You were eligible to work off-campus without a work permit while studying
  • You have a valid study permit or you applied to extend your study permit before it expired
  • You received a letter of acceptance to a new full-time program at a DLI
  • You will start your new program within 150 days after you complete your previous program

NOTE: You must stop working the day you are notified by IRCC that your application is refused.
WHEN CAN I WORK FULL-TIME AFTER I COMPLETE MY PROGRAM?

- Date you complete final exams or thesis
- Date school confirms completion
- Date PGWP application is submitted (*all conditions met)

Stop working if Study Permit expires

You may work full-time off campus if you are starting a new study program and you meet all the conditions.*

Part-time work or full-time work (if eligible for the temporary policy)

Can’t work

Full-time work
APPLYING FOR A SIN

- **Online**
  - You can view your SIN digitally on My Service Canada Account (MSCA) platform **within 5 business days** if your application is complete with all required documents. You will still receive your SIN in mail.

- **In person at**
  - Service Canada
    - Dominion Public Building
    - 457 Richmond Street
    - London, Ontario

* There is no fee to apply for a Social Insurance Number (SIN).

**NOTE:** You can continue using your expired SIN while waiting for study permit extension or work permit application decision as long as you are eligible to work. You will need to apply to renew your SIN once you receive your new SP or WP.
YOU CANNOT WORK IN CANADA ON YOUR STUDY PERMIT IF

• your study permit says you are not authorized to work on or off campus
• you haven’t started your program
• you are a part-time student (unless you’re in your final academic session)
• you are on an authorized leave from your studies
• you withdraw from your school
• you are transferring to another school and you are not studying
• you have completed your study program (unless you meet certain conditions)*
• your student status has expired
ADVISING SERVICES WINTER 2024

Appointments
https://iesc.uwo.ca/appointment/index.html
• Virtual via Microsoft Teams or telephone appointment

Drop Ins
• In person, IGAB 2nd floor
• Monday – Friday, 1pm – 4pm

Immigration FAQ sessions
• Virtual on Zoom
• Select Fridays, 9:30am – 10:30am

Immigration workshops
• Virtual on Zoom
• IESC events calendar: http://www.events.westernu.ca/events/iesc/

Office Hours & Reception
• Monday – Friday, 8:30 am to 4:30 pm
• Phone: 519-661-2111 ext. 89309
• Email: iesc@uwo.ca
Working in Canada
Finding employment

1. Strategies to successfully gain employment
2. On-campus resources
3. Off-campus resources

Monique Haan
Career Coach, International Students
mhaan@uwo.ca
How long do you think it takes to secure full-time employment?

Source: Brainstorm Student Career Interests Report 2023
“The labour market isn’t driven by job titles.
The labour market is driven by problems to solve.”

~ JP Michel
Strategies to Successfully Enter the Canadian Job Market

- Enhance your English language
- Determine type of work and Identify fit
- Understand available employers / labour market needs
- Network to tap into the hidden job market
- Tailor personal marketing documents
Determine type of work

- In-person or remote
- Location, location, location
- Money making and meaning making
Determine fit ... aka skills / experience

And only 20% of them are Regulated Occupations
Top 10 Skills of 2025

Analytical thinking and innovation
Active learning and learning strategies
Complex problem-solving
Critical thinking and analysis
Creativity, originality and initiative

Leadership and social influence
Technology use, monitoring and control
Technology design and programming
Resilience, stress tolerance and flexibility
Reasoning, problem solving and ideation

Skills judged to be increasing in importance most rapidly between 2023 and 2027
Top 10 skills on the rise

- Creative thinking
- Analytical thinking
- Technological literacy
- Curiosity and lifelong learning
- Resilience, flexibility and agility
- Systems thinking
- AI and big data
- Motivation and self-awareness
- Talent management
- Service orientation and customer service
# A Personal Story Bank

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Understand Labour Market Needs: Canadian top trends for 2024
LIVE LEARN WORK & PLAY in London!

London’s Economic Outlook – Top 5 Sectors

Agri-food – London and area has all the right ingredients for food and beverage processing

Advanced Manufacturing – represents 12% of all employment in the region and includes automation, robotics and state-of-the art technologies

Digital Media & Tech – ideal place to develop new tech products and services prior to launch

Operational Services – professional services (finance, legal, administrative, etc.) to skilled trades

Health & Life Sciences – has over 100 companies and hospitals advancing human health through research, development and commercialization
London’s Largest Employers

Can you name the largest employers in London?

LHSC tops the list with approximately 15,000 employees.

Check out #4!

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<th>Rank</th>
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<td>Thames Valley District School Board</td>
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<td>3</td>
<td>St. Joseph’s Health Care London</td>
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<td>Western University</td>
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<td>General Dynamics Land Systems Canada</td>
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<td>9</td>
<td>London District Catholic School Board</td>
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London’s Top Sectors – Agri-Food

Agri-Food

90+ companies
7,000+ employed

London is serving up everything from fermented drinks, craft beer, and meat products, to desserts, pizzas, and spices.
London’s Top Sectors – Advanced Manufacturing

Advanced Manufacturing

500+ companies
34,300+ employed

From windows, doors, and countertops, to automotive parts and medical packaging, you can find London-made products in your home and in your vehicle.
London’s Top Sectors – Digital Media & Tech

Digital Media & Tech

400+ companies
16,000+ employed

Next time you play a mobile or PC game, visit a website, or use a high-tech camera, you may be interacting with content made right here in London by some of the fastest growing companies in North America, as recognized by Deloitte.
London’s Top Sectors – Health & Life Sciences

Health & Life Sciences

60+ companies

25,000+ employed

Your health is in good hands in London, whether you’re looking for a family doctor, need specialized surgery, or are interested in the latest medical research.

Our companies are advancing human health and putting London on the world stage.
London’s Top Sectors – Operational Services

Operational Services

From Professional Services such as financial, legal, administrative, human resources, customer service and marketing communications to Skilled Trades who play a crucial role by building and maintaining infrastructure, there are countless opportunities available in these integral operational support services.
The Hidden Job Market

Where are the jobs?

80% of jobs are never listed publicly

* [varies by type of jobs]
Uncovering the Hidden Job Market

How People Search for Work

- Online Job Boards
- Career Fairs + Recruiters
- Friends + Relatives
- Networking

How Employers Source for Candidates

- Recruiters + Fairs + Ads
- External Referrals
- Internal Referrals
- Existing Pool of Candidates

80/20 Ratio
Recruiters find candidates from various places, but referrals remain the most effective source of quality hires.

Source: Hiring Thing
Start with people you know and then branch out!

Build your network

Networking tool

Potential reference for work or grad school

Western Alumni
Customize your marketing documents

- Tailor your resume
- Customize your cover letter
- Ensure consistent brand across all documents & media platforms
How can we help improve career readiness?

- Appointments & Drop-in
- Workshops & Seminar Series
- Western Employment Resource Centre
- Online Resources

Visit career.uwo.ca
WINTER 2024
CAREER WORKSHOPS
Free, In-person and Virtual
For information and registration, please visit career.uwo.ca
International Student Career Workshop Series

Mon, Mar. 4  Personal Branding
Tues, Mar. 5  Resumes
Wed, Mar. 6  Cover Letters
Thurs, Mar. 7  Networking
Fri, Mar. 8  LinkedIn

All workshops are held in the Chu Centre, IGAB and go from 12:30 – 2:00 pm
Sign up under Events on Western Connect.
Working On Campus

- Campus Recreation
- Western Technology Services
- Working at Western
- Western Connect
- Off-campus Housing
- USC
- The Spoke
- Hospitality
Working On Campus

Your contact might sound like this

Hello. My name is . . . I am a student in [year + program]. I notice that you have a variety of students who work in your department, and I was wondering if you will be hiring any more students for this year.

If the answer is YES...

Ask: "What types of roles will you be hiring for?" and "What would be the next steps if I were interested in applying for a position?" Don't forget to ask about the application process and deadline.

If the answer is NO...

Ask: "Is there a typical time of year when you hire students?", "When do you suggest that I check back with you?" or "Would you be aware of any other departments that may be hiring students in this area?"
Look to Gain Experience

- **Student Ambassadors / Peer Leaders**
  - Apply on Western Connect

- **Clubs / Associations**

- **Co-curricular Record (CCR)**
CAREER FAIR

Meet with employers.
Design your life.

Wednesday, January 31 / Thursday, February 1
10:00 a.m. - 3:00 p.m.
Mustang Lounge, UCC

careerfair.uwo.ca
Upcoming...

TechAlliance
TECH
TALENT EXCHANGE
February 28, 2024 | 5:00 PM - 7:00 PM
1255 Western Road, Grand Hall, London, ON

Register Here

Accessible Career Forum
March 13 | 5:30 – 8:30 pm | TBD
Off-Campus Resources

Government of Canada Job Bank

London Business Directory

London Events
London Job Search Websites

- London Jobs Hub
- London Health Jobs
- London Manufacturing Jobs
- London Tech Jobs
- Pillar Nonprofit Network
- WILL Employment Solutions
Job Search Websites

Gov’t of Canada Job Bank
Google for jobs
Indeed
CareerBuilder
LinkedIn
Eluta
Jobboom
Glassdoor
Monster
Simply Hired
Key Take-Aways

NETWORKING

#1 method to getting hired!

Tailor your marketing documents to stand out

Persistence
Thank you!