

# Western International

## Working in Canada – What You Need to Know

Presented by:  
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Career Coach, International Students

January 31, 2024



# AGENDA

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- **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)

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## 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)

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## 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.
    - 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)

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- ✓ 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

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<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

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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)

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- **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.**



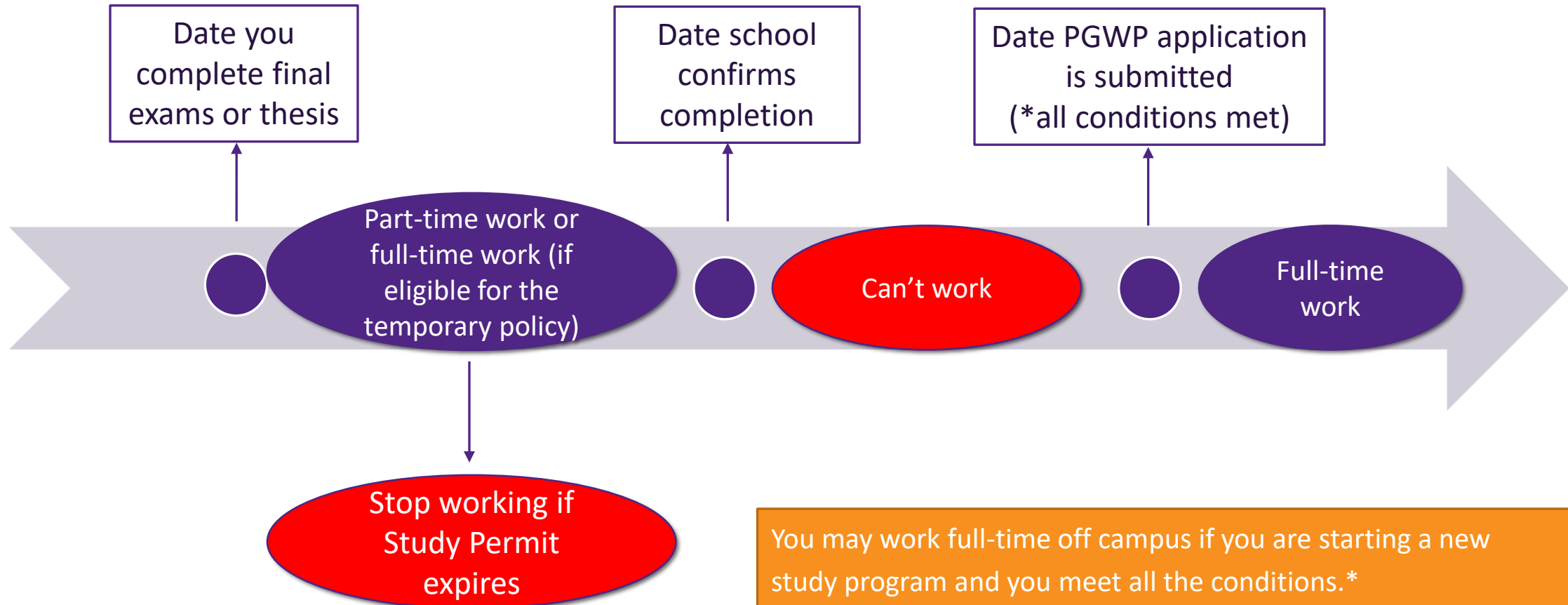
# WORK AUTHORIZATION AFTER COMPLETION OF YOUR STUDY PROGRAM (2 WAYS YOU CAN WORK FULL-TIME)

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- **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?



# APPLYING FOR A SIN



## Online

- <https://www.canada.ca/en/employment-social-development/services/sin/apply.html>
- 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

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- 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

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## 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](mailto:iesc@uwo.ca)

# Working in Canada

# Finding employment



**Monique Haan**

Career Coach, International Students  
mhaan@uwo.ca

1

Strategies to successfully gain employment

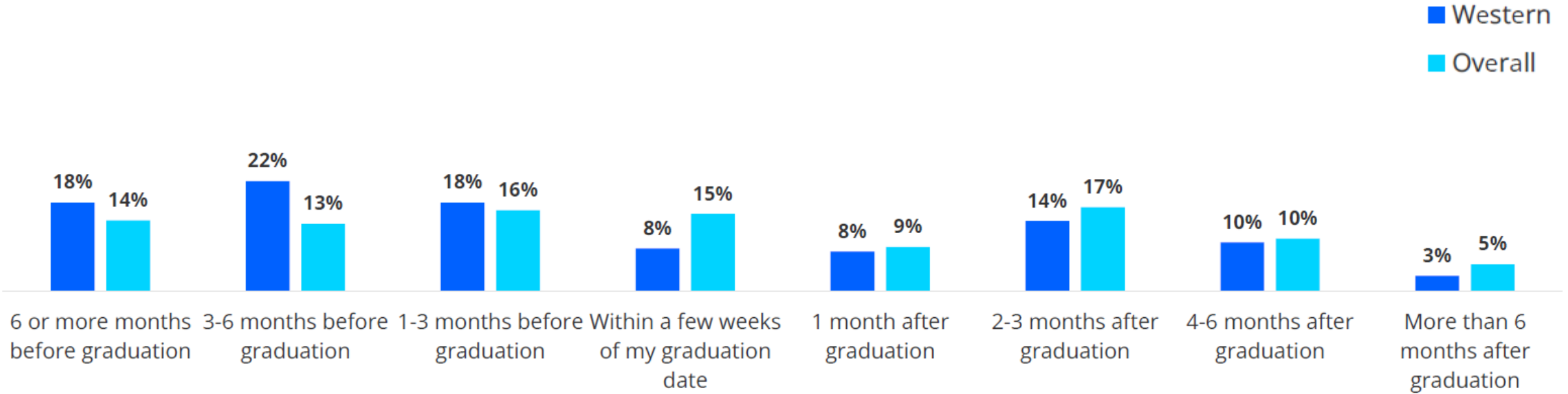
2

On-campus resources

3

Off-campus resources

# 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

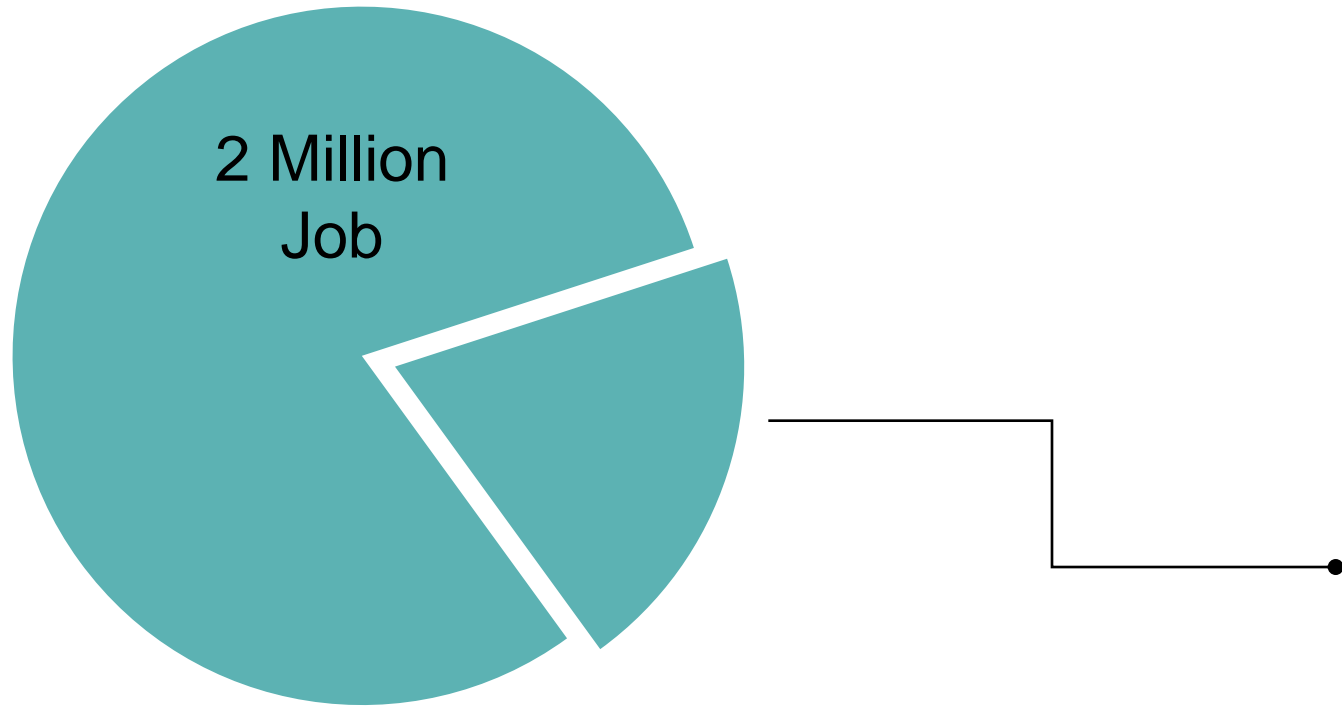
# Determine type of work

**In-person or  
remote**

**Location,  
location,  
location**

**Money making  
and  
meaning making**

# Determine fit ... aka skills / experience

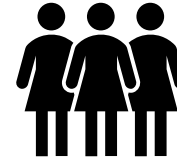


And only 20% of them are Regulated Occupations

# Top 10 Skills of 2025



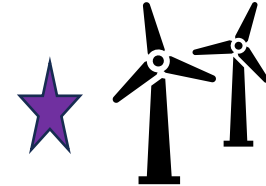
**Analytical thinking and innovation**



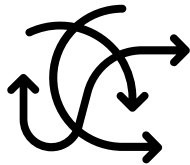
**Leadership and social influence**



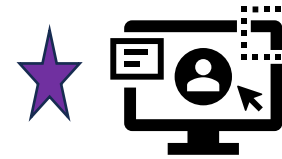
**Active learning and learning strategies**



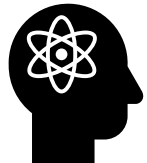
**Technology use, monitoring and control**



**Complex problem-solving**



**Technology design and programming**



**Critical thinking and analysis**



**Resilience, stress tolerance and flexibility**



**Creativity, originality and initiative**



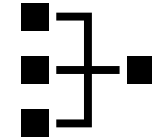
**Reasoning, problem solving and ideation**

*Skills judged to be increasing in importance most rapidly between 2023 and 2027*

# Top 10 skills on the rise



**Creative thinking**



**Systems thinking**



**Analytical thinking**



**AI and big data**



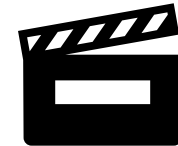
**Technological literacy**



**Motivation and self-awareness**



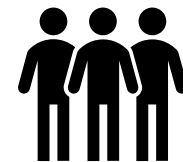
**Curiosity and lifelong learning**



**Talent management**



**Resilience, flexibility and agility**



**Service orientation and customer service**

# A Personal Story Bank

Key Skills →					
Experiences ↓	A)	B)	C)	D)	E)
1)					
2)					
3)					
4)					
5)					



# Understand Labour Market Needs: Canadian top trends for 2024

**Healthcare**

**IT & Software  
development**

**Skilled trades**

**Finance &  
accounting**

**Sales &  
marketing**

**Engineering**

**Human  
resources**

**Law**

**Education**

**Hospitality**



# 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



## Largest Employers

Can you name the largest employers in London?

LHSC tops the list with approximately 15,000 employees.

Check out #4!

1. London Health Sciences Centre
2. Thames Valley District School Board
3. St. Joseph's Health Care London
4. Western University
5. TD Canada Trust
6. City of London
7. Canada Life
8. General Dynamics Land Systems Canada
9. London District Catholic School Board

# 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

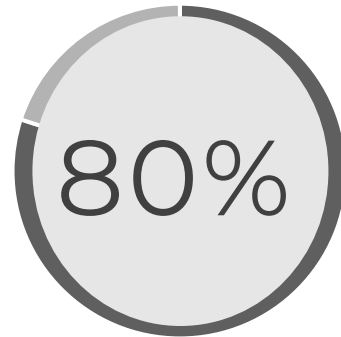
From Professional Services such as financial, legal, administrative, human resources, customer service and marketing communications to Skilled Trades who play a crucial role by building and maintaining infrastructure, there are countless opportunities available in these integral operational support services.



**CHOOSE  
LONDON.** 

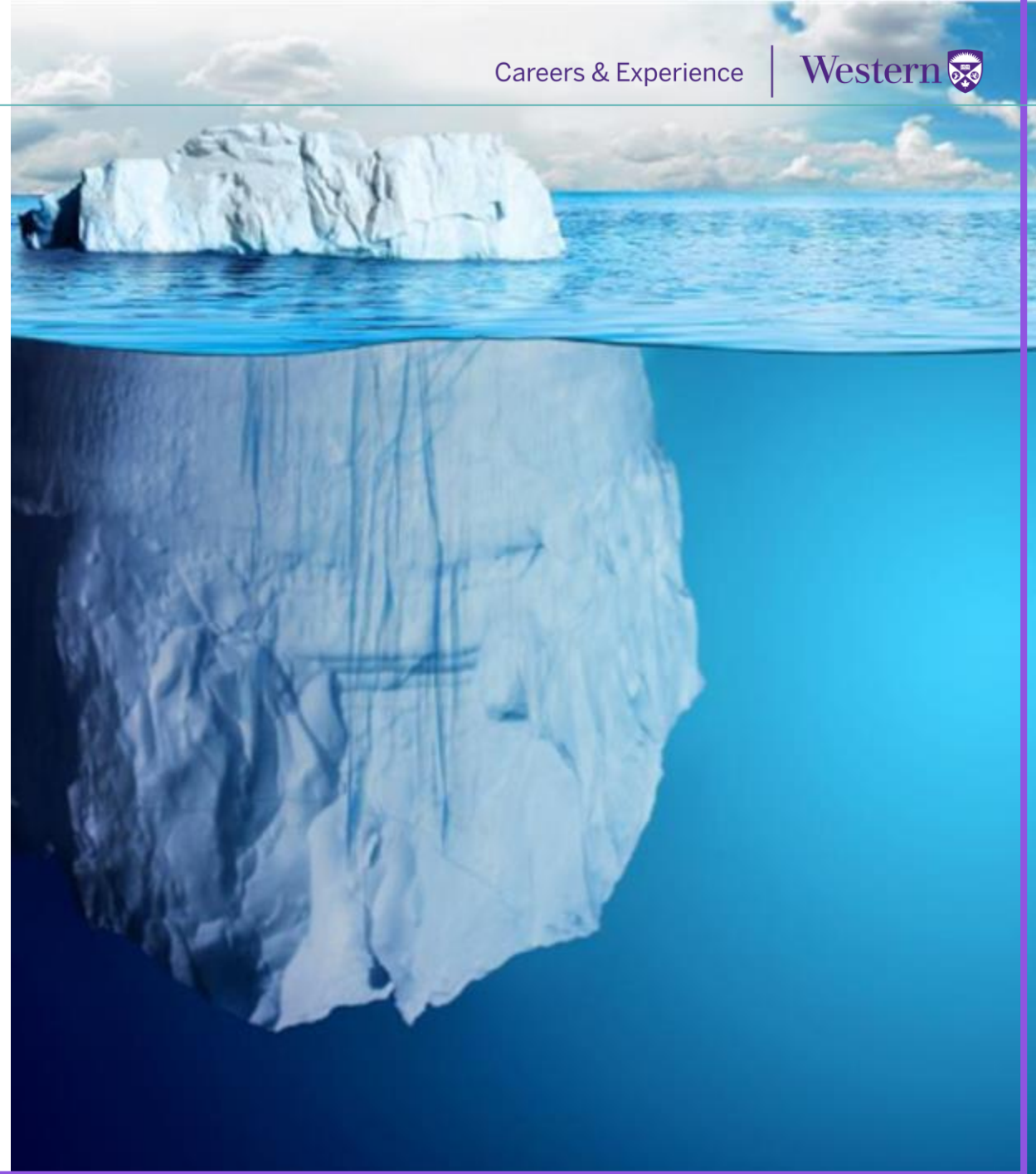
# The Hidden Job Market

Where are the jobs?



OF JOBS ARE NEVER LISTED PUBLICLY

\* [varies by type of  
jobs]





# Uncovering the Hidden Job Market

## HOW PEOPLE SEARCH FOR WORK



~~80~~  
20

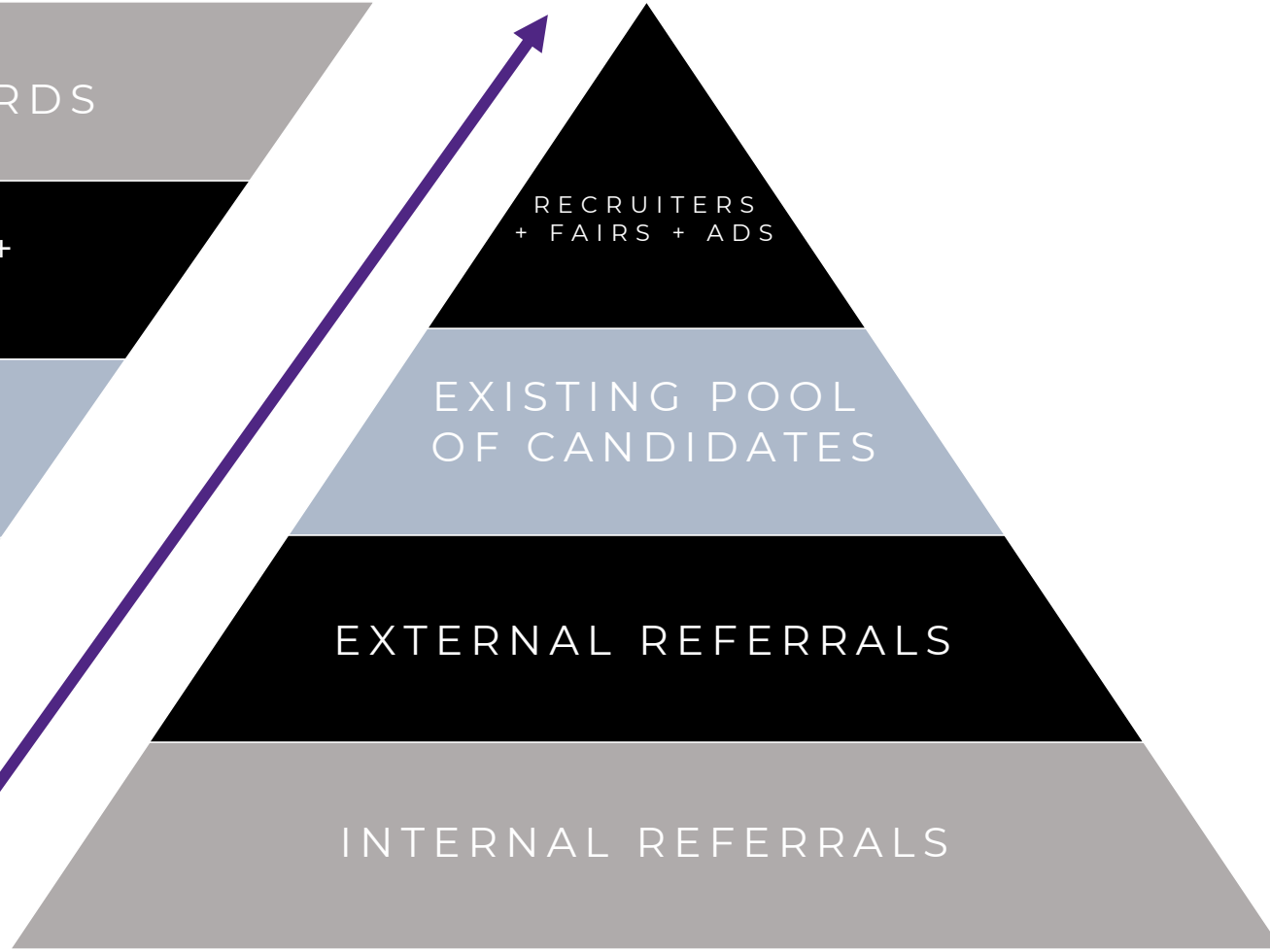
RECRUITERS  
+ FAIRS + ADS

EXISTING POOL  
OF CANDIDATES

EXTERNAL REFERRALS

INTERNAL REFERRALS

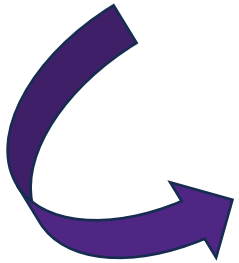
## HOW EMPLOYERS SOURCE FOR CANDIDATES





**85%**  
of jobs are filled through  
networking.

Source: LinkedIn



**5x**

More Effective

# Realities of Recruiting

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

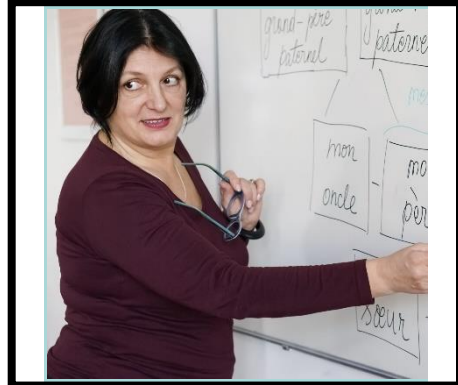
Source: [Hiring Thing](#)

# Start with people you know and then branch out!

**Build your network**



**Networking tool**



**Potential reference for work or grad school**



**Western Alumni**

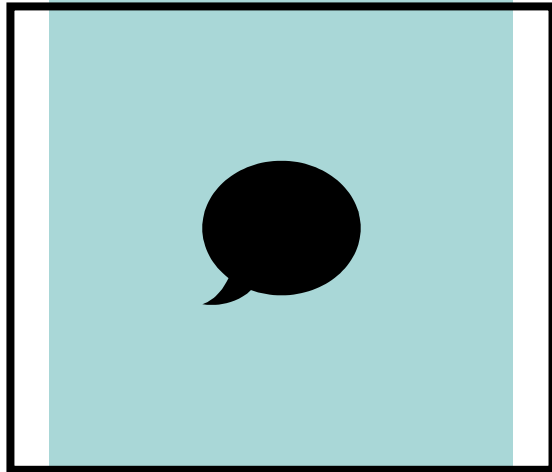
# Customize your marketing documents

**Tailor your  
resume**

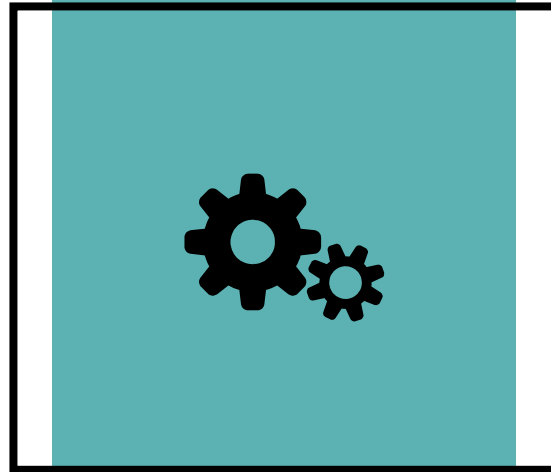
**Customize your  
cover letter**

**Ensure  
consistent  
brand across all  
documents &  
media platforms**

# How can we help improve career readiness?



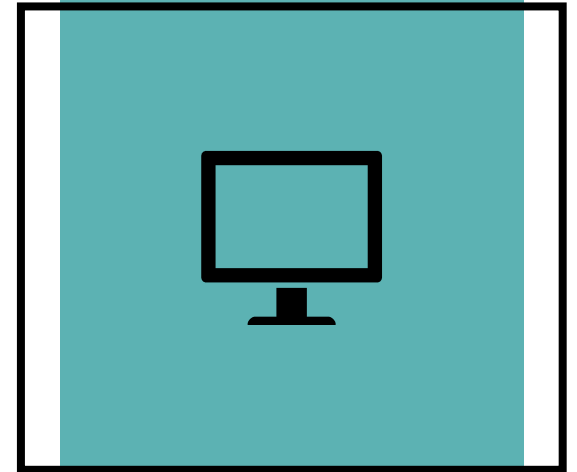
**Appointments &  
Drop-in**



**Workshops &  
Seminar Series**



**Western  
Employment  
Resource Centre**



**Online  
Resources**

Visit [career.uwo.ca](https://career.uwo.ca)

W I N T E R 2 0 2 4

# CAREERWORKSHOPS

**Free, In-person and Virtual**



For information and registration,  
please visit [career.uwo.ca](https://career.uwo.ca)

# International Student Career Workshop Series

**Personal  
Branding**

**Resumes**

**Cover Letters**

**Networking**

**LinkedIn**

**Mon, Mar. 4**

**Tues, Mar. 5**

**Wed, Mar. 6**

**Thurs, Mar. 7**

**Fri, Mar. 8**

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)**



**FREE PROFESSIONAL HEADSHOTS!**



**UCC 210 | MON - FRI | 8:30 - 4:30**

hirewesternu

# 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

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**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

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[Gov't of  
Canada Job  
Bank](#)

[Google for  
jobs](#)

[Indeed](#)

[CareerBuilder](#)

[LinkedIn](#)

[Eluta](#)

[Jobboom](#)

[Glassdoor](#)

[Monster](#)

[Simply Hired](#)



# Key Take-Aways

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## **NETWORKING**

**#1 method to  
getting hired!**

**Tailor your  
marketing  
documents to  
stand out**

**Persistence**

# Thank you!



**WesternUStudentExperience**



**Careers & Experience  
at Western**



**WesternUSE**



**career.uwo.ca**

# Q & A

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