

## Our Role

To help clients reach self-sufficiency through employment.

## Our Vision

Healthy, independent, and employed First Nations people.

## Our Mission

To provide training programs and employment services for First Nations people in the Edmonton metropolitan area.



## Contact Information:

**Address:** 13227 - 146 Street  
Edmonton, AB T5L 4S8  
**Phone:** 780 444 0911  
**Fax:** 780 444 3477  
**Email:** [info@oteenow.com](mailto:info@oteenow.com)



[facebook.com/oteenow](https://facebook.com/oteenow)



[@oteenowemployment](https://www.instagram.com/oteenowemployment)



[@oteenowemployment](https://www.twitter.com/oteenowemployment)



[@oteenowwyeg](https://www.twitter.com/oteenowwyeg)



[www.oteenow.com](http://www.oteenow.com)

## Hours of Operation:

### Office Hours

**Mon - Thurs:**  
8:30 AM - 4:30 PM  
**Fri:**  
8:30 - 3:30 PM  
**Closed at Lunch: 12:00 PM - 1:00 PM**

### Intake Hours

**Mon, Tues, Thurs, Fri:**  
8:30 AM - 11:00 AM  
1:00 PM - 3:30 PM  
**Wed:**  
**Document Submission Only**  
10:00 AM - 12:00 PM  
1:00 PM - 4:30 PM



# Oteenow

Employment & Training Society

Oteenow Employment & Training Society provides services to First Nations people residing in the Edmonton Metropolitan area.



# What We Do

## Career Planning:

We provide you the support and tools needed to develop a career path.

- Career decision making
- Labour market trends
- Short and long-term planning

## Skill Enhancement:

Focuses on the skill and competencies needed to perform in a specific occupation through:

- Occupational skills
- Technical competencies
- Previous employment experiences

## Job Search:

We assist with creating employment action plans:

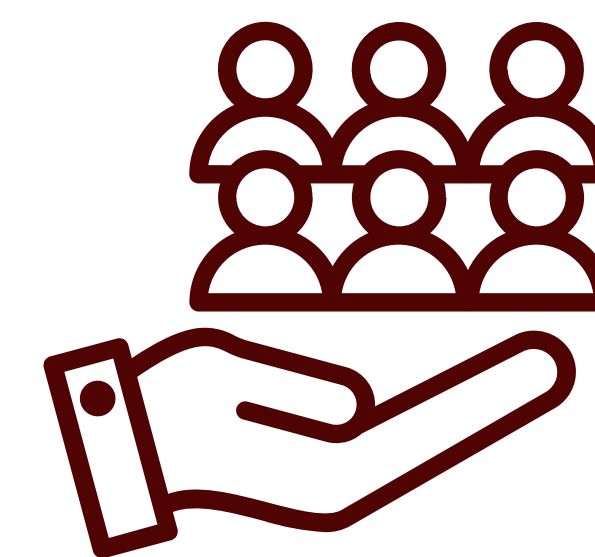
- Networking with employers and Oteenow's industry partners
- Resume & cover letter writing
- Job interview skills development to meet employee expectations

## Financial:

Financial assistance may be available to eligible applicants.

# Training Opportunities Offered:

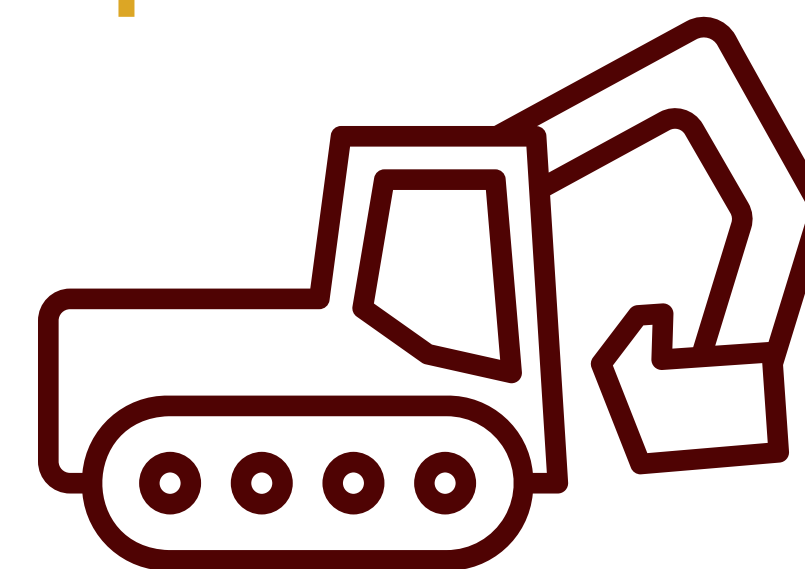
## Pre-apprentice Training



## Digital Arts and Media



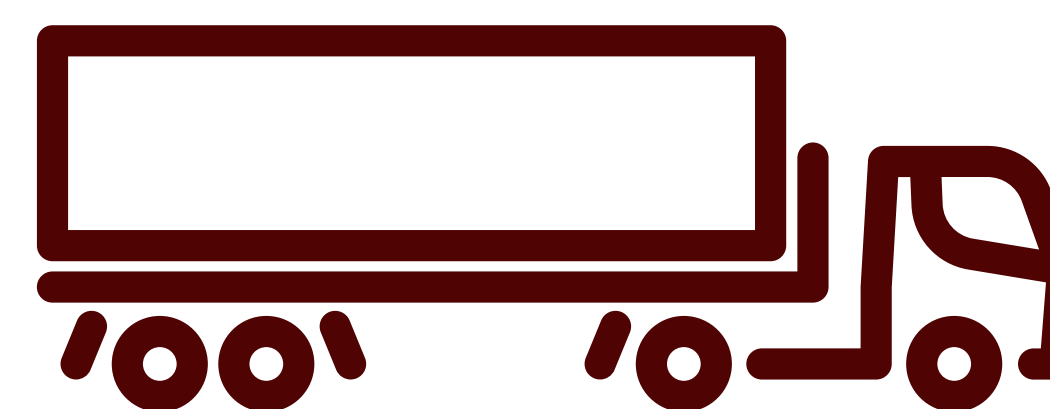
## Heavy Equipment Operation



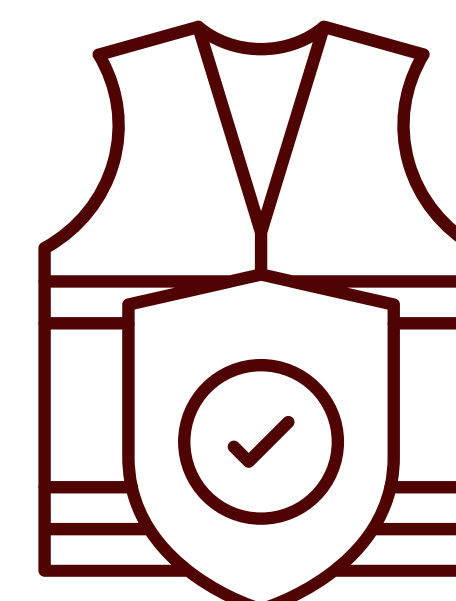
## Office Administration



## Professional Drivers Training



## Safety Tickets and Safety Training



# Application Process

## To Apply: Walk-In Service

- Register with reception
- Service needs assessment with a Career & Employment Counsellor (CEC)
- Funding applications have a 4 - 6 week reviewing period

## Eligibility Criteria

- Must be First Nations
- Must reside in the OETS geographical area
- Must be unemployed or underemployed
- Entering an occupation with an opportunity to obtain employment
- Develop and commit to an action plan