

CAREERSNOW

ESSENTIAL SKILLS
TRAINING FOR
JOBSEEKERS & NEW HIRES



Food and Beverage Ontario and Food Processing Skills Canada have partnered to deliver FREE, online skills training for jobseekers and new hires.

## **PROGRAM CONTACT**

## **Isabel Dopta**

Communications Director & CareersNOW! Program Director Food and Beverage Ontario

idopta@foodandbeverageontario.ca

foodandbeverageontario.ca
tasteyourfuture.ca
frontlinefoodfacts.ca



























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## **CURRICULUM 2021**

Participating is easy! Jobseekers and new hires simply register and follow the prompts to complete a total of 14 courses over 30 hours. Graduation certificates and transcripts are awarded!

I AM FOOD: INTRODUCTION TO THE FOOD & BEVERAGE MANUFACTURING INDUSTRY	5 HOURS	I AM FOOD introduces participants to the Canadian food and beverage processing industry and its greatest strength — the people who work in it.
GOOD MANUFACTURING PRACTICES (GMPs)	2 HOURS	This course teaches the knowledge and skills necessary to understand how GMPs support the safe manufacturing of food and beverages and how to successfully implement GMPs in the workplace.
EMPLOYER EMPLOYEE EXPECTATIONS	2 HOURS	Canadian workplace culture requires individuals to be competent in speaking and listening; be respectful of cultural differences; dress appropriately for the work environment; and, work effectively with others.
FOOD SAFETY CULTURE AND YOU	2 HOURS	Learn the importance of following food safety procedures and practices to ensure consumers are protected and government regulations are met.
WORKPLACE ESSENTIALS: ORAL COMMUNICATIONS	2 HOURS	This course provides guidance on oral and general communication, active listening and feedback, and fostering a positive work environment through team work.
WORKPLACE ESSENTIALS: THINKING SKILLS	2 HOURS	This course provides guidance on decision-making, critical thinking, resolving conflict, and facilitating change for a positive workplace culture.
INTRODUCTION TO EMOTIONAL INTELLIGENCE	2 HOURS	Learn about the value of emotional intelligence to your personal and professional life with skills that help an individual understand themselves better and be more effective in their day to day activities.

WE ARE OFFERING PROVEN SKILLS TRAINING TO JOBSEEKERS AND NEW HIRES SO THAT THEY ARE JOB READY AND PRIMED FOR SUCCESS.

CHRIS CONWAY
CEO, FOOD AND BEVERAGE ONTARIO

ALLERGENS: LEVEL ONE	2 HOURS	This course teaches the requirements to managing food spoilage and food safety by describing how problems occur and how to prevent them.
SANITATION: LEVEL ONE	2 HOURS	This course teaches the basic requirements for cleaning and sanitation in a facility with direction on how to use, handle, prepare and store chemicals, and comply with regulations.
WORKPLACE AND INDUSTRIAL SAFETY	2 HOURS	This course reviews the responsibilities of employers and employees in identifying hazards, mitigating impacts and complying with regulations for workplace and industrial safety.
LOCK OUT & TAG OUT	1 HOUR	Worker safety is paramount in any food and beverage manufacturing facility and requires training with industrial scale processes, automated equipment and potential hazards to ensure a safe workplace.
INTRODUCTION TO SOPS AND SSOPS	2 HOURS	This course reviews the concept of standard operating procedures and sanitation standard operating procedures and the importance to a safe and regulatory compliant business.
CANADIAN WORKPLACE CULTURES	2 HOURS	Learn basic Canadian facts, understand appropriate etiquette, and identify the qualities employers expect in the workplace.
WORKPLACE ESSENTIALS: WORKING WITH OTHERS	2 HOURS	Learn the essential skills needed to work with a partner or a team in the workplace to successfully complete tasks such as resolving a production issue or meeting a rush order.