



Job Depot is operated by The Acadia Centre for Social & Business Entrepreneurship (ACSBE). For more than 20 years ACSBE has teamed up with people, groups, educational institutions and communities possessing the initiative and desire to fulfill their entrepreneurial potential.

ACSBE's philosophy and programming is based on the belief that an organization or individual's vision is the driving force for growth and development. We use a unique approach to help make informed decisions about career, business, social, and community development – regionally, nationally, and internationally. To find out more go to www.acsbe.com.

ACSBE is proud to be an affiliate of Acadia University.



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Your local support centre for Career & Business planning



We offer a variety of specialized Career & Business training including: Resume Basics, Hidden Job Market, Starting a Business, Computer Basics and more. Talk to us – today!



Job Depot provides a number of **FREE services** to assist you to find **employment**

Hours of Operation

Monday, Wednesday, Thursday, Friday 8:30 am - 4:30 pm
Tuesday 10:00 am - 4:30 pm (Closed daily 12:00 pm - 1:00 pm)

One-on-One Personal Assistance

Career Counselling is available to help you make decisions about your career path that may include:

- Exploring ways to further your education
- Skills training
- Finding programs to assist you to get the experience you may need.

Call us or stop by to make an appointment with our Career Counsellor.

Job search coaching is available to help you prepare your **resume**, **cover letter** and get you ready for a **job interview**.

Stop by to access all the tools you need for a successful job search.

Resources for Your Job Search or Small Business

- Computers/High-Speed Internet
- Fax/ Telephone
- Photocopier
- Local job board
- Sample cover letters & resumes
- Resource library
- Special events

Employment Opportunity Postings

Fax, phone or e-mail us any employment openings within your business. We will post them on our job board and on our website at no charge.

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Business Development & Training

If you're thinking about starting or growing a business our Business Counsellors are available to assist you, every step of the way, including working with you to develop a plan for your business.

Start-up programs, workshops, specialized training programs, as well as consulting and assistance to existing businesses are available through ACSBE Business Counsellors.

