

Certificates for Employment



OTTAWA-CARLETON
DISTRICT SCHOOL BOARD
**CONTINUING
EDUCATION**
LEARN MORE, BE MORE!

Add certificates to your resume and prepare for employment.

We offer certificates in Standard First Aid, Safe Food Handler and Soft Skills twice a year along with other relevant topics that include:

- Learn about Workers Rights and Responsibilities
- Learn about Occupational Health and Safety
- Learn about Canadian Workplace Culture
- Discuss work opportunities in Ottawa

Course Information and Location:

Face to Face Class
Monday to Friday, 12:30pm-3:00pm
Continuing Education Centre
440 Albert St.

Certificates that you can earn

(some minimal fees apply):

- Standard First Aid/CPR/AED Level C Certificate
- Safe Food Handler Certificate
- Soft Skills Solutions Certificate



Eligibility for this course:

In order to apply to this course you will need to meet this criteria:

- 18 years of age or older
- Listening, Speaking (CLB 5)
- Must have less than Grade 12 level of education (Canadian Equivalent)
- Refugee Claimant, Permanent Resident or Canadian Citizen

How to apply:

You must make an appointment (no walk-in).

Space is limited, so book your spot now!

Scan the QR code to complete the LBS Expression of Interest Form.

