

CAREER OPPORTUNITIES

for
Secondary School Graduates

Pathways to Success



Hospitality

TRAVEL/TOURISM HOTEL/FOOD SERVICES

Air Transport Ramp Attendant
 Airport Limousine Driver
 RV Park Attendant
 Toll Booth Attendant
 Airline Ticket Agent
 Flight Attendant
 Car Rental Agent
 Travel/Tour Guide
 Travel Companion
 Tour Bus Driver
 Taxi Driver
 Purser
 Waiter/Waitress
 Drycleaner
 Baggage Handler
 Dishwasher
 Bartender
 Front Desk Receptionist/
 Clerk, Concierge
 Caterer/Short Order Cook
 Parking Lot Attendant
 Bellhop/Porter/
 Valet/Chambermaid
 Food/Beverage Sales Rep.
 Cook/Baker

College Extensions:

Tourism/Travel Agent
 Food Preparation
 Culinary Management
 Marketing
 Chef/Restaurant
 Management
 Baking Techniques
 Bartending
 Hospitality Services

EVENTS/ATTRACTIONS

Vending Machine Operator
 Outdoor Adventure Leader
 Sports and Recreation Attendant
 Casino Dealer/Security Worker
 Cruise Ship Entertainer/Steward
 Bingo Hall Worker
 Theatre Attendant
 Eco-tourism Worker
 Photographer
 Circus Performer
 Usher
 Caddy

PATHWAYS TO SUCCESS

FOUNDATION COURSES		DESTINATION PREPARATION COURSES	
Grade 9 (8 credits)	Grade 10 (8 credits)	Grade 11 (8 credits)	Grade 12 (8 credits)
Compulsory	Compulsory	Compulsory	Compulsory
Religion HRE 1O English ENG 1P or ENG 1L Mathematics MFM 1P or MAT 1L Canadian Geography CGC 1P Science SNC 1P or SNC 1L French FSF 1P	Religion HRE 2O English ENG 2P or ENG 2L Mathematics MFM 2P or MAT 2L Canadian History CHC 2P or CHC 2L Science SNC 2P Career/Civics GLC 2O and CHV 2O	World Religion HRF 3O English ENG 3C or ENG 3E *ELS 3O Literacy Skills Mathematics MBF 3C or MEL 3E	Religion HRE 4O English ENG 4C or ENG 4E *check group 1, 2 and 3 compulsory credits
Recommended Electives (2 of the following)	Recommended Electives (2 of the following)	Recommended Electives (Preparation Courses) *check group 1, 2, and 3 compulsory credits	Recommended Electives (Preparation Courses)
Integrated Technologies TTI 1O Any Grade 9 Arts Course Learning Strategies: Literacy & Numeracy GLE 1O or GLS 1O *(CC Substitution)	Discovering the Workplace GLD 2O *(CC Substitution) Hospitality and Tourism TFJ 2O Food & Nutrition HFN 2O Physical Education PPL 2O	Biology SBI 3C Workplace Science SNC 3E Marketing: Retail and Service BMX 3E Hospitality TFT 3C or TFH 3E 2 Credits in Cooperative Education	Navigating the Workplace GLN 4O Mathematics MAP 4C or MEL 4E Hospitality and Tourism TFH 4E or Tourism TFS 4C 4 credit package in Cooperative Education with or without OYAP (see reverse)
After-school Literacy/Numeracy Programs may be recommended	OSSLT - Provincial Literacy Test	OSSLT Provincial Literacy Test (repeat if applicable)	*OLC 4O Gr. 12 Literacy Course (if applicable)

O.S.S.D. Compulsory Credits Include (22 of the 30 credits required for Graduation are Compulsory):

- 4 credits English
- 4 credits Religion (CDSBEO)
- 1 credit Health & Phys. Ed.
- ½ credit Civics
- 3 credits Mathematics
- 1 credit Canadian History
- 1 credit The Arts
- ½ credit Career Studies
- 2 credits Science
- 1 credit Canadian Geography
- 1 credit French as a Second Language

Additional Compulsory Credits (Group 1, 2, 3)

- 1 additional credit in English or a third language, or Social Sciences and the Humanities, or Canadian and World Studies, or Cooperative Education**, or Guidance and Career Education
- 1 additional credit in Health & Physical Education, or the Arts, or Business Studies, or Cooperative Education**
- 1 additional credit in Science (grade 11 or 12), or Technological Education (grades 9-12), or Cooperative Education**
PLUS a minimum of 8 Elective Credits to total 30 credits. PLUS a minimum of 40 hours of Community Involvement.
**Compulsory Credit substitutions may apply. Students may substitute up to 3 compulsory credits. See a Guidance Counsellor.*
***A maximum of two credits in Cooperative Education may be used as Compulsory Credit Requirements.*

ONTARIO YOUTH APPRENTICESHIP PROGRAM (OYAP) APPLICATION PROCESS

1. If you are interested in starting an apprenticeship while still in high school, arrange an interview with a Guidance Counsellor to review your graduation requirements.
2. In Grade 10, select "Discovering the Workplace" (GLD2O) for excellent preparation for Cooperative Education. In your Grade 10 year, attend a Cooperative Education assembly and schedule an individual interview with a Cooperative Education Teacher.
3. In Grade 11 and/or Grade 12, select a 2 or 4 credit Cooperative Education program.
4. Apprenticeship candidates will be placed with an employer who is prepared to evaluate/train with a view to registering the student as an apprentice. (Students must be 16 years of age or older, have a minimum of 16 credits and must have a Social Insurance Number)
5. With the assistance of the Board OYAP Coordinator, a Training Consultant from the Ministry of Training, Colleges and Universities will visit the work placement to interview the student and employer.
6. If both parties agree, the student will be registered as an apprentice for the duration of the semester.
7. At the discretion of the employer, the student may continue as an apprentice after graduating, or may be hired by a different employer to continue completing the apprenticeship.

ONTARIO SKILLS PASSPORT (www.skills.edu.gov.on.ca):

This website provides free access for students, allowing them to identify and develop their workplace skills and create work plans they can take to employers. The passport is used in high school Guidance and Cooperative Education courses. Please obtain information from your Guidance Department or Coop Teacher.

For information on how to graduate with a **Specialist High-Skills Major** on your diploma, please consult a Guidance Counsellor or Cooperative Education Teacher.

CATHOLIC DISTRICT
SCHOOL BOARD OF
EASTERN ONTARIO



Essential Employability Skills

- Reading
- Use of Documents
- Numeracy
- Thinking Skills
- Oral Communication
- Writing
- Working With Others
- Computer Use
- Continuous Learning

Industry Certification

- WHMIS
- Service Excellence
- First Impressions
- Telephone Courtesy
- Food Safety & Handling Certification
- Good Host/Super Host
- Smart Serve

Where the Jobs Are

www.canadajobs.com
www.working.canada.com
www.careerowl.ca
www.cooljobscanada.com
www.jobshark.ca
www.monster.ca
www.workopolis.com
www.jobs-emploi.gc.ca

Hospitality

To start your search, visit these suggested web sites:

Specific career information:

Canadian Culinary Careers
www.canadianculinarycareers.com

Canadian Restaurant and Food Services Association
www.crfa.ca

Canadian Tourism Human Resource Council
www.cthrc.ca/careerplan.shtml

Tourism Work Web
www.tourismworkweb.com

Workapedia
www.workapedia.ca

General career information:

Job Futures
www.jobfutures.ca

Government of Ontario
www.edu.gov.on.ca/eng/tcu/apprentices/

Human Resources Skills Development Canada
www.hrsdc.gc.ca

Jobs Etc.
www.jobsetc.ca

Apprenticeships
www.apprenticesearch.com

Skills Canada
www.skillscanada.com

Ontario WorkinfoNet
www.onwin.ca

Labour Market Information
www.labourmarketinformation.ca

Canada Prospects
www.canadacareerweek.com/canadaprosects