

Who can get help through KES?

To be eligible for help you must be

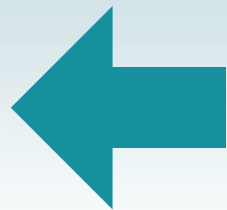
1. Unemployed or
2. Working less than 20 hours a week
3. An Alberta resident
4. Be 18 years or older

Length of services

Depending on your individual needs, service ranges from a few hours to several visits.

How to apply

Contact us at our Edson office.
(780) 723-7221



Find out more about KES



KOPAR
ADMINISTRATION LTD.

KOPAR
EMPLOYMENT
Services

EDSON

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Canada  Alberta 
Government

KOPAR
EMPLOYMENT
Services

Are you unemployed, under-employed, over the age of 18 and a resident of Alberta?

Find out if KES can help you.



KOPAR
ADMINISTRATION LTD.

Services

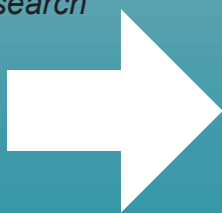
KES provides comprehensive employment services which can assist you to obtain and maintain employment and become self-sufficient. Our client-centered services are individualized and collaborative.

Services are designed to help individuals with specific needs:

- Resume and cover letter development
- Job search techniques
- Networking
- Employer needs
- Job maintenance

Core Services

- One-on-one counselling
- Access to computers for job search
- Fax, scanner, copier and phone for job search



How Does it work?

1. Register with KES
2. Meet with a Job Coach
3. Needs Identification – which program will suit your needs

Appointment with Employment Counselor

The job coach will identify whether an individual is ready, willing, and able to access employment services. Kopar staff will work with you to meet your needs. Services will be provided one-on-one, in a workshop format or a combination of both.

Identifying your needs

Using the information collected together, we will develop a service plan to outline your desired goals and the steps to achieve them.

Job Find Club

Job Find Clubs are held once a week. This is an opportunity to network with others, share experiences, job opportunities and explore other related topics.

Group Workshops

- Resume Development
- Cover Letter Development
- Transferrable Skills
- Interview Techniques
- Networking
- Applications/Online Applications
- Employer Expectations
- Job Search Techniques
- Personal Presentation
- Job Maintenance
- Communication Skills
- Conflict Resolution



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