CAREER DESIGN-
YOUR DIY
PROJECT

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We see a Future in your Future

Skills Development
Networking
Work Experience
Mental Well-Being

The future of work may be changing, but we know you have the potential, the ambition and the power to impact the world around you. That’s why we created RBC® Future Launch, a program that increases your access to skill development, networking, work experience and mental well-being supports and services.

Empowering you for the jobs of tomorrow.

rbc.com/futurelaunch

RBC Future Launch
Empowering the youth of today for the jobs of tomorrow.
Minister’s Message

Saskatchewan’s economy has demonstrated tremendous resilience in the face of the global COVID-19 pandemic. Our consistent job gains and low unemployment rate are strong, tangible indicators that our province is on a solid path to economic recovery.

Our government is committed to the goals outlined in Saskatchewan’s Growth Plan, including growing our province to 1.4 million people and a strong economy with 100,000 more jobs.

Our competitive business environment has helped us attract several major private sector investments in our agriculture and natural resource sectors in 2021. Economic growth will create more opportunities and more jobs for Saskatchewan people in the months and years ahead. And as cited in our Growth Plan, we are ‘exploring new incentives to keep Saskatchewan affordable for young people and create more opportunities for young people to realize their future here.’

The Government of Saskatchewan is proud to work with the Saskatoon Industry Education Council (SIEC) to connect youth with quality and rewarding career opportunities right here in Saskatchewan.

SIEC plays a significant role for students transitioning into careers, and our government looks forward to continuing our partnership in the years to come.

Together, we are working together to ensure Saskatchewan has a strong economy, supporting families and growing our communities.

Sincerely,

Honourable Jeremy Harrison
Minister Responsible for Immigration and Career Training

Thank You!

Relevance Magazine is produced by the Saskatoon Industry Education Council. We would like to thank the Saskatchewan Ministry of Immigration and Career Training and our post-secondary institutions for their long-term support. We would also like to acknowledge the individuals who help make Relevance possible, led by Janet Uchacz-Hart and Shana Stewart, Saskatoon Industry Education Council, Tanveer Islam, Ministry of Immigration and Career Training (job chart), Chad Hein (designer), the team at Studio D (photography), Bev Fast (writer/editor) and Verolingo Communications (translation). Sincere thanks to the SATCC, our regional colleges, universities and businesses for their financial assistance and provision of materials. And of course, thank you to our peer and mentor profiles for once again sharing their experiences, stories, and tips in this year’s publication.
When it comes to career development, Gen Z (that’s you) is trailblazing the concept of DIY careers. DIY is short for do-it-yourself. DIYing your career means designing a path that suits your interests, fits your learning style and meets your life goals. It doesn’t happen all at once—as our peer profile stories show, careers evolve over time.
**FOLLOW YOUR INTERESTS**

Check out the *Your DIY Toolbox* article for a career interests quiz. Use the *Job Chart* to learn more about careers you might like, including the skills and knowledge you need, the tools you’ll use, and the work behaviours employers are looking for.

**Ben Borne, Communications Consultant, Mentor**

Looking back, I should have paid more attention to my interests at university. I stayed on the pastoral track, when for me, communication came more naturally. I’m a good writer, speaker and communicator. Those are the things I’ve built my career on.

**Kerrilee Kinder, Journeyperson Electrician**

Choose your career wisely. It’s no good hating your job—go find something better. Look at all the options; there are so many different trades out there. Pick something that’s interesting, that you like doing.

**Rashique Ramiz, Communications Research Strategist**

You have skills and interests. Follow them. I struggled with some of my undergrad classes because I wasn’t interested. That hasn’t happened in my master’s program because what I study matches what I’m interested in.

**BUILD YOUR SKILLS**

Building job skills might sound like a complicated task, but it’s not. It actually comes naturally. In class, at your part-time job, when you’re volunteering at community events, going to hockey practice or getting involved in afterschool clubs—you’re building your skills every day.

**Monique Simair, Scientist, Entrepreneur, Mentor**

It’s up to you to make sure you’re getting basic skills—speaking, writing, numeracy. If you’re not getting them in school, go online and find some free courses. School is just one piece of your education, it’s up to you to fill in the gaps.

**Kennadi Sitar, Pharmacy Technician**

When I was in school, I got a part-time job at a retail pharmacy. I wanted more practice with basic pharmacy skills and that on-the-job experience really helped, both in my skills and my understanding. I'd definitely recommend doing that.

**Amber Thomas, Lead Cyclotron Trainer & Operator**

If you want to take the next step in your career, learn how to take constructive criticism. I struggled with that, because sometimes it sounds personal. But it’s not. People are trying to get you to a higher level, so try to be open to that.

**LOWER YOUR STRESS LEVEL**

Trying to figure out what you want to do with your life can seem overwhelming. But remember, you don’t have to decide on a career today. Or tomorrow. Or before you graduate high school. As you move forward and explore your options, opportunities will begin to pop up.

**Landon Garrison, Student, Techpreneur**

Don’t feel bad if you don’t know what you want to do for a career. I thought I knew, and I ended up doing something different. Give yourself time to try different things. See what you like and don’t like. There’s no rush. We’re all trying to figure it out.

**Dayna Georges, Journeyperson Mechanic**

Starting a new job is intimidating. At school, everyone is as green as you, but when you start working, you’re surrounded by people who know what they’re doing. Just keep in mind that they started off just as green as you, and one day you’ll be just as experienced as them.

**DESIGN YOUR CAREER**

Once you’ve gained a better idea of your interests and life goals, you’ll find it easier to start narrowing down your career choices. When using the Job Chart, it’s tempting to get stuck on wage estimates. Go beyond the numbers and pay attention to the job description, education and training routes and necessary skills, knowledge and work behaviours.

**Jennifer Buffalo, Indigenous Education Consultant**

I started in teaching and moved into consulting. By starting my own consulting business, I get to pick and choose what I do and who I do it with. I get to stay close to the classroom but still make an impact on education delivery.

**Joshua Snow, Insurance Actuary**

I took a post diploma program right after my bachelor’s degree. It meant another three years of tuition, expenses and being out of the workforce. My friends were all starting careers and I felt left behind. But long term, it made more sense to me to pursue something I enjoyed.
Amber THOMAS
Lead cyclotron trainer and operator

Amber knows the reality of generational trauma. A child of residential school survivors, she struggled through her teens. But having her own child at age 21 proved a turning point, pushing Amber to create a new path forward for herself and her daughter.

What is generational trauma?
For me, it’s so many things. Family issues, growing up around alcohol, being in and out of school, leaving at 16 with a Grade 9 education. My siblings and cousins, we reached a pivotal point where we wanted to change that cycle, and we worked hard to do that. But I look at my teenage daughter, and I still see generational trauma I’m unconsciously giving her. I think it will take another generation to eradicate.

What was your turning point?
Learning I was going to have a baby. I was 21 with basically no education. How am I going to support this child? I didn’t know the answer, I just knew the first step was to get my Adult 12.

How was going back to school?
I have to say it, it was incredibly hard. The assignments, deadlines, tests—sometimes I pushed it all away. But after a while, it was fun because we were all the same age and there for the same reasons. We gave each other the confidence to get to the next level.

What was the next level?
I wanted a career where I could support my daughter. I’ve always loved science, so I talked with a student counsellor about possible programs. BioScience Technology caught my attention because it offered the widest range of science.

What was it like?
It’s a two-year diploma and you hit the ground running. I had to do two years of upgrading before I could even apply. Once you’re in, it’s a full day at school then another few hours of study every night. The science courses interested me, but if you weren’t into science it would be tough to get through.

How did you cope?
I relied on my advisor to connect me to resources. I had a lot of exam anxiety, so they made provisions for me to take exams by myself. I used the Indigenous Student Centre as a quiet place to study. And I made friends with other students and instructors—I’m still connected to that network.

What was your first job?
I got a contract job right out of school at VIDO-InterVac at the University of Saskatchewan. Then I saw a permanent posting at the cyclotron facility, which is also at the university. I didn’t meet all the qualifications, but I applied anyway and got the job.

What do you do?
I’m a cyclotron lead. I help operate and maintain the cyclotron, which is used for research and to produce radioisotopes for medical treatments. Patients depend on us, so it boosts my morale to know I’m part of that team.

How do you see your career unfolding?
I plan to stay here. I’ve been here five years now, and there’s still so much to learn.

Any advice for students?
My advice is to take it easy on yourself, especially if you’re struggling with school. I’m glad I chose to go back. If I’d known at 16 what I know now, I would have started sooner. But you don’t know that until you’re done being a kid. You have your whole life to go back to school. When you’re ready to move on, you’ll progress.

“I need to see my goal. If I can see it, I’ll push to get there.”

SCIENCE UP YOUR CAREER
Saskatchewan Polytechnic offers certificate and diploma programs in applied science, including BioScience Technology, Chemical Technology, Environmental Engineering Technology, Geographic Information Science, Water and Wastewater Technician and more. saskpolytech.ca

University of Regina Faculty of Science offers undergraduate programs in biology, chemistry & biochemistry, computer science, economics, geography, geology, mathematics and statistics. uregina.ca/science

University of Saskatchewan College of Arts and Science offers a wide range of science majors, from applied mathematics to bioinformatics, environmental geoscience, food science, hydrology, palaeobiology, toxicology and more. artsandscience.usask.ca
Located on the University of Saskatchewan campus is the Canadian Light Source, the brightest light in Canada. It’s used by students and scientists for ground-breaking research in agriculture, health, environment and energy — from a uniquely Saskatchewan perspective.

for more information go to www.contact360.ca/relevance
SKILLS: the 4 Cs of Workplace Success
Communication, Critical Thinking, Collaboration, Creativity

Building a career requires many different skills. Hard skills are specific technical skills you need to do a job, like driving a truck, fixing an engine or learning to code. Soft skills are things like being a good listener, having a good work ethic and being a self-starter.

When you’re new to the workforce, you typically don’t have a lot of hard skills. Employers know that, so they focus on soft skills. They look for things like showing up on time, participating in training, getting along with co-workers, following instructions and so on. The list of in-demand soft skills seems to get longer by the day, so we’ve boiled it down to the top four, often called the 4 Cs of 21st century learning.

1. Communication
The #1 soft skill is communication. It doesn’t matter what field you’re in or what career you want, you need good communication skills. This includes being able to speak up when you have questions and share information. It means you listen and absorb instructions, job assignments and training. You know how to write professional sounding emails and reports. You know how to give and get feedback.

“Work ethic: You have to be reliable and punctual. Sometimes new hires don’t understand how important that is. But if you’re not on time or you’re not taking pride in your work, you’re not going to advance.” — Kerrilee Kinder

“Communication is super important. You have to be able to put your ideas in writing so people who don’t have the same technical knowledge as you can still understand the value of what you’re doing.” — Landon Garrison

“A positive work attitude is important. It not only benefits you, it benefits the people around you. It shows your coworkers that you actually want to be there, that you’re willing to work.” — Dayna Georges

“I think cultural intelligence is super important. A lot more people are talking about diversity and learning how to be culturally respectful.” — Kennadi Sitar

“Attention to detail for sure. Noticing little things and paying attention to what you’re doing is important, especially in my job.” — Amber Thomas

“Inclusivity and conflict avoidance are good skills for everyone to have because they help maintain team relationships.” — Rashiique Ramiz

“I think curiosity is important—is that a soft skill? If it isn’t, it should be. It’s important to question things and to be curious.” — Jennifer Buffalo

Identify Your Soft Skills

Mentor Monique Simair draws on her own experience in this quick tip on how to identify your soft skills. “I was trying to decide on a major at university. Should I stay in science, pursue a degree in English, go for medicine or go for law?” Monique says. “I wrote down all the reasons I liked science. My list included things like troubleshooting, problem solving, teamwork, designing things. Recognizing your soft skills can help you see that you may have more options than you think.”

Start your own list.

Write down all the reasons you like certain classes, sports, hobbies or activities. If you like computer science, for example, is it writing code, solving a hardware problem, creating a game? If you’re into hockey, is it the physical challenge, the competition, the teamwork? If you need a place to start, go to Alberta’s CAREERinsite website. Do the skills or traits quiz to help you identify your skills.

alis.alberta.ca/careerinsite/know-yourself/skills-quiz

for more information go to www.contact360.ca/relevance
Landon Garrison
Computer Science Student, Techpreneur

“It’s important to like what you do. It makes life easier when the workload is heavy.”

Landon is studying computer science at the University of Saskatchewan. He’s also launching Clevr, a tech start-up that won the $20,000 first place prize in Co.Labs Cohort 7 Competition. The surprising thing about Landon’s career, though, is that he is not your typical “computer guy.”

What did you want to be growing up?
A professional athlete. I was very involved in sports as a kid—football and wrestling were my big two. From there, I thought I would go into kinesiology at university. I ended up enrolling at the Edwards School of Business to study finance. The whole computer science thing was unexpected.

So you weren’t into computers?
I knew how to use them, but that was pretty much it.

What changed?
I got curious. I was watching Google’s annual technology presentation, and a lot of it was based on artificial intelligence and machine learning. I wanted to know a little more, so I took a computer science class. I just wanted to know the basics and never intended to go further, but I found it really interesting. I was drawn in.

When did you switch programs?
I was halfway through my first year of business when I realized I was more interested in computer science. It wasn’t hard to switch because I only had a year of tuition invested. If I’d been three years into a business program, I don’t know, I might have finished the business degree.

What’s the best part of uni?
Meeting new people. I like the different perspectives and viewpoints. I like learning what I want to learn. I like the freedom of choosing my own path.

How is it compared to high school?
There’s more freedom at university. The social side is fun; the challenge is that you’re accountable for getting yourself to classes and staying on top of the work.

What’s the story behind Clevr?
When I was learning the fundamentals of AI and machine learning, one prominent trend I saw was that it was getting more expensive and more difficult to build AI. That bothered me because it’s the reverse of the way things usually evolve. I had this idea of how to make AI more accessible for everyone. This was when COVID started. I spent that summer developing my idea—and it worked.

Were you surprised?
Kind of. I thought for sure there must be something wrong, so I kept testing and it worked. The first version came out last September. That’s when Co.Labs reached out and asked us to participate in the annual Co.Launch competition. That was huge.

What’s your role now at Clevr?
We have a team now, which is great. I still do a lot of programming, but my focus now is running daily operations and leading the ship overall.

How do you juggle the workload?
It’s not easy. Basically, it comes down to time management and budgeting a certain number of hours a day to Clevr and to school.

How do you see your career unfolding?
It’s impossible to predict because I don’t think my path will be linear, but I’m hopeful Clevr is where my career takes me.

Tips for hopeful techpreneurs?
If you’re thinking about engineering or computer science, make sure you like what you’re studying—even if you’re not sure what job you want in the end. You’re going to be working a long time, you may as well like what you do.

3 KEYS TO A TECHPRENEUR CAREER

Get Educated: The University of Saskatchewan, University of Regina, Saskatchewan Indian Institute of Technologies and Sask Polytech all have excellent IT programs, from 1-year certificates to 2-year diplomas to 4-year degrees.

Get Hands-on: Ask your school counsellor about special classes, tech bootcamps, hackathons, robot rumbles, workshops and career expos you could attend to develop your skills and knowledge. Events are a great way to meet other people in the tech world.

Get Networked: Saskatchewan’s tech sector is very accessible—and always looking for new talent. Do some web research, then pick up the phone and call to introduce yourself.
Virtual Reality: the New Frontier in Career Exploration

Have you ever used a driver’s education simulator? Back in the 1970s, it was cutting edge technology. Fast forward half a century and VR technology is the cutting edge tool in career exploration.

What is VR?
VR stands for virtual reality. It’s a computer-generated experience where you interact with a virtual environment. You wear a pair of goggles, called a headset, which look like a cross between ski goggles and a scuba diving mask.

Inside are two tiny LCD monitors. Each monitor projects images at one eye to create the illusion of 3D depth.

High quality headsets also contain a tracking system that feeds your movements into a tiny computer. When you turn your head, walk forward or crouch down, the computer adjusts the images you’re seeing to make it seem like you’re moving around the virtual environment. Handsets track your hand and arm movements.

The virtual environment is the last piece of the puzzle. It’s a computer-generated scenario that lets you interact with a virtual environment. In the career development world, that environment might be the cab of an excavator, a rooftop HVAC system, a welding shop or an electrical panel. You can probably see why VR is becoming such a popular career development tool.

To get a feel for the VR career exploration experience as well as a list of service providers, visit vr4careersinsk.com.

VR in Career Development
Virtual reality has HUGE potential for career exploration. Say, for example, you’re thinking of a career in the skilled trades but aren’t sure which one. VR career exploration lets you put on a pair of VR goggles and “try” out several trades. Everything you need is at your “virtual” fingertips—materials, tools, safety gear, even instructions on what to do next.

Regina’s Work Prep Centre is partnering with the Ministry of Immigration & Career Training to deliver virtual reality career exploration. As part of it’s introductory roll-out, Work Prep is focusing on in-demand occupations, including:

• Heavy Equipment Operator
• HVAC Technician
• Mining Engineer
• Mining Machine Operator
• Pipefitter
• Process Engineer
• Residential Electrician
• Robotic Welder Operator
• Robotics Technician
• Welder

VR Careers
VR started as a way to make the gaming experience better. Now, it seems everyone is using it—not just career development, but health care, policing, education, retail, manufacturing, transportation, mining and more.

The more industries using VR, the more demand for people with specialized skills in designing, implementing and maintaining VR systems.

Potential job titles include virtual reality content writer, mixed reality artist, virtual reality engineer, software engineer, content producer, software developer and so on.

Educational Paths
Virtual reality is an emerging technology along with augmented reality, artificial intelligence, machine learning and more. Post-secondary computer science and technology programs are evolving to integrate this new learning wave. Search for ‘computer science’ classes at:

University of Saskatchewan, catalogue.usask.ca
University of Regina, banner.uregina.ca:17023/ssbprod/bwckctlg.p_disp_dyn_ctlg
Sask Polytech, saskpolytech.ca/programs-and-courses/part-time-studies/a-z-listing.aspx
The good news is, work-related injuries are preventable. WorkSafe Saskatchewan has resources available to help young workers protect themselves on the job.

Here are five tips to keep yourself safe at work:

1. **Know your rights in the workplace.**
   - Under provincial law, you have three basic rights in the workplace:
     - The right to know what hazards are in the workplace.
     - The right to participate in keeping your workplace healthy and safe.
     - The right to refuse work you believe to be unusually dangerous to yourself or your co-workers.
   - If you feel unwell, or have been in contact with someone who may, or does, have COVID-19, stay at home.
   - Always follow your employer’s instructions to minimize exposure to COVID-19, including:
     - Washing your hands frequently with soap for at least 20 seconds.
     - Staying at least two metres away from others.

2. **Know how to do your job safely and get your training.**
   - Your employer is responsible for providing you with safety training and orientation. If you don’t receive it, ask.
   - Always ask! There are no dumb questions. Remember: If you don’t ask and you aren’t trained to work safely, you won’t know about the risks and you’re more likely to get hurt.
   - Questions to ask:
     - Will I be trained enough to do my job safely?
     - Can I recognize possible hazards?
     - Do I know my rights and responsibilities?
     - Could a workplace incident disfigure me or cost me my life?

3. **Know the hazards at work and how to protect yourself.**
   - Everyone in the workplace is responsible for workplace safety.
   - A hazard is any activity, situation or substance that can cause harm, such as:
     - slipping/tripping/falling
     - lifting/moving heavy objects for long periods of time
     - working in extreme cold or hot environments
     - loud, constant noise
     - mental health stress
     - working with electricity
     - operating machinery and equipment
   - If you see a hazard, report it to your supervisor.
   - Ask your supervisor about workplace hazards and how to control them.
   - Always wear and use safety equipment provided. These are there to protect you.

4. **Say no to unusually dangerous work.**
   - Legally, your employer can’t punish you for refusing unusually dangerous work.
   - If you’re ever asked to do something that seems risky, tell your supervisor you believe the work is unsafe. Speak to the Occupational Health Committee chairpersons. If you don’t know who to talk to, just ask.
   - Stay at your job. Your supervisor may ask you to do other work.
   - Always ask yourself, “Am I in any danger?”

5. **Use hands-on resources for more information.**
   - COVID-19 preventative measures: [www.worksafesask.ca/covid-19](http://www.worksafesask.ca/covid-19)
   - Young Worker Readiness Certificate Course (age 16 and under): [saskatchewan.ca/ywrrc](http://saskatchewan.ca/ywrrc)
   - Industries you can and cannot work in (age 18 and under): [www.worksafesask.ca/youth/tips-for-young-workers/](http://www.worksafesask.ca/youth/tips-for-young-workers/)
   - For more information on your three rights in the workplace, visit: [https://www.worksafesask.ca/know-your-rights-at-work/](https://www.worksafesask.ca/know-your-rights-at-work/)
TRADES & TECHNOLOGIES: The Ultimate DIY Career

Is your favourite computer activity taking them apart? Do you like using your hands—creating, building and fixing? Congrats, you’re tailor-made for a career in the trades and technologies.

People who can design, develop, build, implement, maintain and repair are in demand. Right now, there’s a shortage of skilled workers in Canada, so job prospects are better than average in many trades and technologies.

DIY Your Career
Follow these links to explore your options in the skilled trades and technologies:

Trades: saskapprenticeship.ca
Your first stop when exploring skilled trades is the Saskatchewan Apprenticeship and Trade Certification Commission website. Go to the Designated Trades tab and start browsing potential careers (saskapprenticeship.ca/designated-trades-searchable).

Technologies: cctt.ca/careerzone
Check out the Career Zone webpage of the Canadian Council of Technicians and Technologists (cctt.ca/careerzone). You’ll find career profiles in 14 different applied science and engineering technology disciplines. Each discipline includes a variety of different career paths.

Get a Head Start: saskapprenticeship.ca/sask-youth-apprenticeship
The Saskatchewan Youth Apprenticeship (SYA) program lets Grade 10-12 students explore opportunities in the skilled trades. You receive 100 hours of trade time credit for every SYA level you complete, so you could be 300 hours closer to becoming a journeyperson before you even start work.

More Links
• Careers in Trades Canada, careersintrades.ca
• Skills Canada Saskatchewan, skillscanadasask.com
• Saskatoon Industry Education Council, saskatooniec.ca/programs
• Regina District Industry Education Council, rdiec.ca/summer-skills-camp

Let’s Talk Careers!
Skills Canada has partnered with Let’s Talk Science and ChatterHigh to create Let’s Talk Careers, an online competition that lets you compete for prizes while exploring different career opportunities in the skilled trades and technologies. The spring 2022 competition runs from April 11 to May 20, 2022. Check it out at resources.chatterhigh.com/lets-talk-careers.

TO PROMOTE AND ENGAGE SASKATCHEWAN YOUTH IN SKILLED TRADES AND TECHNOLOGY

Trade & Exploration Workshops | Classroom Resources | Skills Camps
Women in Trades & Technology | Skilled Trades & Tech Competitions
Digital Literacy | Indigenous Trades

www.SkillsCanadaSask.com
Dear Relevance Reader,

Some of Dayna’s favourite childhood memories are when her dad would pick her up from school driving the town grader. It sparked a fascination with big machines that she later turned into a career. Today, Dayna is a journeyperson mechanic at the Saskatchewan Highways shop in Meadow Lake.

Where did you grow up?
I was born and raised in Pinehouse Lake, one of ten siblings. I went to school in Pinehouse until Grade 9. I played a ton of sports—volleyball, basketball, badminton, biathlon. I left school at 15 to have my son. My family raised him so I could move to La Ronge to finish high school.

How important was finishing school?
So important. After my son was born, I knew it was time to start taking life more seriously. I knew I had to get myself in gear to be what I wanted to be.

What did you want to be?
I wanted to be in the trades. My dad is the townsman in Pinehouse. He operates the water plant, drives the grader, was the volunteer fire chief—just about everything. He used to pick me up from school on the grader, and I was like, wow! That turned into wanting to be a mechanic.

Where did you go for training?
I applied to the Indigenous Apprenticeship program at the Gabriel Dumont Institute. I moved to Prince Albert right after high school to do my Level 1 apprenticeship in the heavy duty equipment technician trade.

How was apprenticeship training?
I didn’t know anybody in PA, so it was tough. I guess it made me strong, too. I liked the GDI program because I knew everybody was in the same position in terms of learning. But going from the comfort of the classroom to a real shop for on-the-job training was intimidating. I felt so green!

How did you cope with that?
I had to tell myself that it wasn’t just me, everyone in my class was in the same position. We’re all green when we start a new job. The good part was that when I went back to school for the next level of in-class training, it was a breeze because I knew what to expect from both worlds.

What’s the best part of the job?
Being able to repair things. I’m mind-blowed at what I can do now. If you asked my Grade 9 self if I would be able to do these things, I would have thought you were crazy. I never thought I would get here.

What’s the biggest challenge?
Personally, being a female in a male-dominated trade is still the biggest challenge. I’ve had great male coworkers, but there’s also been a few who don’t give you the respect you deserve. You just have to learn to deal with them.

What drives you to succeed?
My children. I want to show my kids that anything is possible, especially when you pick a career you know will make you happy. I also want to show them that women are strong, we are smart, we are capable.

Any tips for students?
As a kid, I had to see a clear path to what I wanted. I needed information but didn’t always know how to get it. Ask your teachers how to Google careers, where to start looking, what programs are out there, what funding is available. Ask, ask, ask.

Photo courtesy of SATCC

“IT’S AMAZING TO ME THAT I CAN TAKE A PIECE OF EQUIPMENT THAT ISN’T RUNNING AND BRING IT BACK TO LIFE.”

YOUR PATH TO A SKILLED TRADE

Step 1 - explore your options. There are dozens of skilled trades. Check them out on the Saskatchewan Apprenticeship Trade and Certification Commission (SATCC) website.

saskapprenticeship.ca

Step 2 - try one on. High school trades classes, boot camps, summer apprenticeships and skills competitions all provide a taste of working in a skilled trade. Start with these websites:

• saskapprenticeship.ca/sask-youth-apprenticeship
• saskatooniec.ca/programs/skillsbootcamp
• rdiec.ca/summer-skills-camp
• skillscanadasask.com
• saskatooniec.ca/sylp
• rdiec.ca/summer-apprenticeship

Step 3 - make it happen. Sign up for the SYA or a pre-employment program at Sask Polytech, GDI, SIIT or regional college. Or go the traditional route by signing an apprenticeship contract with an employer willing to give you on-the-job training.
YOU’LL LEARN BY DOING.

Our focus on hands-on training develops marketable skills that prepare you to contribute from day 1 on the job. That’s one of the reasons we have a consistently high grad employment rate and score top marks with employers.

Explore our 150+ programs that will prepare you for your future career in as little as a year or two.

saskpolytech.ca/explore

at the Gabriel Dumont Institute

...we assist Métis students and Apprentices with their educational and employment needs with a variety of programs and services:

- Post-Secondary Sponsorship
- Scholarships and Bursaries
- Apprenticeship Employment Partnerships
- Apprenticeship Training Supports
- Student Work Experience
- Resume and Interview Skills
- Employment Assistance Grants
- Entrepreneurship Services

OFFICE LOCATIONS:
Saskatoon, Regina, Prince Albert, North Battleford, La Loche, Beauval, Meadow Lake, Ile-à-la-Crosse, La Ronge, Buffalo Narrows, Nipawin, Yorkton.

Outreach services available in other communities, contact GDI for information.

∞ 1-877-488-6888
∞ info@gdins.org
∞ www.gdins.org
∞ www.facebook.com/gabrieldumontinstitute
∞ twitter: @gdins_org
∞ www.youtube.com/gabrieldumontins

for more information go to www.contact360.ca/relevance

2022 relevance 15
SPOTLIGHT:
Careers in INSURANCE

When you buy license plates for your car, you’re buying insurance against damage to your vehicle. You’re also protecting yourself against potential liability (being held financially responsible) for injuries to others. Basically, insurance is all about protecting people and things from financial loss.

Broker/Agent
Good fit if you’re a people person and great communicator.

Insurance brokers bring people who need insurance and companies that sell insurance together. Brokers work for insurance brokerages/agencies (or run their own agencies). The job involves building customer relationships and managing all the various aspects of an insurance transaction.

Actuary
Good fit if you’re analytical, good with computers and love math.

Actuaries apply mathematics, statistical methods and risk theory to calculate insurance premiums. They assess an insurance company’s ability to pay its claims by tracking payment statistics. They do this by evaluating risks, analyzing insurance rates and using mathematical models to manage portfolio risk.

Appraiser
Good fit if you like helping people restore or replace what they’ve lost.

If something is stolen from your house, you file an insurance claim to help recover from the financial loss. An appraiser comes to inspect your property and provides an estimate of the loss to your insurance company. The appraiser also helps find the most cost-effective way to restore or replace what you lost.

Claims Investigator
Good fit if you like helping people in times of need.

Claims investigators look at the facts to determine whether a claim is valid. They also decide the extent of a claim, and provide that information to the insurance company. This helps prevent fraudulent claims and ensures valid claims are settled quickly.

Loss Adjuster
Good fit if you’re part private investigator, part therapist.

Loss adjusters investigate insurance claims made after a fire, car accident, natural disaster or burglary. They determine the amount of damage or loss covered by the insurance policy, make recommendations regarding payment of benefits and negotiate settlements.

The insurance industry is growing, and that means more job opportunities. From small town agencies to large corporations, companies are recruiting the next generation of talent in a variety of positions. Here’s a summary of 9 different insurance career paths. (Thank you, Career Connections at career-connections.info)
Loss Control Specialist
Good fit if you’re good at spotting trouble before it happens.
Loss control specialists inspect businesses on behalf of insurance companies and provide loss prevention recommendations to reduce the frequency and severity of losses from fire, crime and liability. They usually work with large commercial and manufacturing entities to help manage complex risks.

Marketing Representative
Good fit if you’re a promoter, presenter and partner.
Marketing representatives work on the business side of the industry, helping companies promote their products and services, introduce new products, develop new promotional ideas, conduct market research, create marketing strategies and more.

Risk Manager
Good fit if you’re a strategist and planner.
Risk managers identify the potential causes of accidents and loss. They then recommend preventive measures and come up with plans to minimize costs/damage if a loss occurs. They can play an important role in helping organizations create disaster recovery plans.

Underwriter
Good fit if you’re a relationship developer and decision-maker.
Underwriters accept or reject risks on behalf of the insurance company. Brokers submit applications for insurance on behalf of their customers. The underwriter reviews these applications and decides whether to accept or reject the risk. They also play a role in deciding level of coverage and premiums.

Educational Paths
The insurance industry has different educational entry points. Depending on how you want to DIY your career, you can take post-secondary diploma or degree programs in various subjects, from business to engineering to criminal justice.

• If you want to be an insurance broker, a diploma or degree is an asset, but you can get an entry level job with Grade 12. After that, it’s up to you to pursue professional licensing.
• Check out our peer profile on Joshua Snow, an insurance actuary with SGI, for links to the University of Regina’s Actuarial Science degree.
• Claims investigators and loss adjusters often have policing or criminal justice education as well as business.
• Appraisers and loss control specialists often have an applied science or engineering degree, because it gives them a wide scope of knowledge about how things function.

Saskatchewan’s Only Dedicated Post-Secondary Insurance Program
Sask Polytech’s dedicated insurance program is the only one of its kind in Saskatchewan. The Business Insurance specialty includes courses in insurance broker skills, loss adjusting, relationship selling, commercial law, underwriting and more. On graduation, you’ll have written five of the 10 Insurance Institute of Canada exams necessary to earn your Chartered Insurance Professional (CIP) designation. saskpolytech.ca/programs-and-courses/programs/Business-Diploma.aspx

Learn more about insurance careers—and the educational paths you can take to get there—at Insurance Brokers Association of Saskatchewan (ibas.ca) or the Insurance Institute of Saskatchewan (insuranceinstitute.ca/en/resources/careers-in-insurance).
Josh Snow grew up in South Africa wanting to be a jet fighter pilot. Today, he’s the director of Actuarial Services Pricing (Auto) for SGI CANADA Insurance in Regina. His story is a great example of DIYing your career path.

What were your childhood ambitions?
I wanted to be a jet fighter pilot. When that didn’t work out, designing aircraft really appealed to me, so I enrolled in aeronautical engineering at the University of the Witwatersrand in Johannesburg, South Africa. I graduated in 2010.

Did you like university?
It was great fun. I made a lot of new friends, which was one of the best parts of university.

What did you do after graduation?
I went right back to school. Because I went straight from high school into engineering, I had a really limited idea of the types of careers available. By the time I was finishing my degree, I knew engineering wasn’t for me. I looked at some options and decided to take a post grad diploma program in actuarial science.

Why actuarial science?
It’s a good fit if you have a highly technical, problem-solving kind of mind, which I do. And I liked the statistics courses I’d taken in my bachelor’s degree. I think of actuarial science as applied statistics, just like I thought of engineering as applied physics.

Do you like the work?
I do, yes. I worked for several years in South Africa before moving to Saskatchewan and starting work at SGI in actuarial analysis. Generically, I apply statistics and problem-solving to quantify and price risk for insurance.

What brought you to Saskatchewan?
A lot of reasons, but the big one was that my girlfriend at the time was from here, so I followed.

What surprised you about the move?
The hardest thing was how similar yet different things were. At first, you’re surprised by the similarities, but then you realize there are differences in how people see and understand things. It’s subtle but it’s there, and it takes some adjustment.

What do you do?
I work in insurance, where I work with data and historical trends to analyze the financial costs of risk and uncertainty. I try to predict the future cost of insurance. It’s data-driven problem-solving.

How do you see your career unfolding?
I enjoy solving business challenges, so I’m hoping to move more into strategic decision-making as I become more senior. I see myself staying in the insurance industry. There’s a lot of change coming, and I’m looking forward to embracing it as my career develops.

Are you passionate about your career?
I think it’s more accurate to say I’ve cultivated a passion for it. I think it’s a bit of a myth to say you “find” your passion; not everybody does. But I think you can cultivate a passion for what you do.

Any career advice?
When I was in high school, I thought you picked a career and that was it. I didn’t see my career as a journey or as something I would develop. I think the trick is to pick a career that lets you develop where you want to go. And not just the job, but the environment you work in, the type of work you do and the work-life balance it offers.

NEVER HEARD OF ACTUARIAL SCIENCE?
Actuarial science is one of the best jobs you’ve probably never heard of—steady prospects, good pay, good work-life balance. It takes a head for numbers and a knack for problem-solving. The career paths are broad. Mathematicians, statisticians and actuaries are employed by universities, governments, banks and trust companies, insurance companies, pension benefit consulting firms, professional associations, science and engineering firms.

Intrigued?
The University of Regina offers an Actuarial Science degree, one of 11 national programs accredited by the Canadian Institute of Actuaries. [uregina.ca/science/mathstat/undergrad/programs/acsc/index.html](mailto:uregina.ca/science/mathstat/undergrad/programs/acsc/index.html)
JOB SEARCH: Links to Your Future

Even though COVID-19 is impacting communities across Saskatchewan, the world of work is ramping up. In fact, there's a shortage of workers for skilled and unskilled jobs. Job prospects are different for different sectors, but after the downturn of 2020 and 2021, 2022 is looking pretty good if you're looking for work.

Tip #1: The economy is still sorting itself out. If you can't find work in your field, find temporary work. No job is forever, so use the chance to earn some money while building your resume and work skills.

Tip #2: Let people know you're looking for work. Start with your family network and then branch out to friends, Elders, teachers, career counsellors and part-time employers in your community.

Popular Job Search Websites

Canadayouthworks.ca
Canadajobs.com
Careerbuilder.ca
Eluta.ca
Firstnationsjobsonline.com
Glassdoor.ca
Indeed.ca
Jobpostings.ca
ca.linkedin.com/jobs
Monster.ca
Neuvoo.ca
Randstad.ca
Saskjobs.ca

Simplyhired.ca
Workopolis.com
WOWjobs.ca

Industry Specific Sites

Agriculture Careers, agcareers.com
Casino Careers, siga.ca/careers
Educational Jobs, educationcanada.com
Engineering Jobs, engineeringcareers.ca
Environmental Jobs, workcabin.ca
Green jobs, goodwork.ca
Health Careers, healthcareersinsask.ca/work/opportunities
Hospitality Jobs, hcareers.com

Part-time & Gig Work Sites

Flexjobs.com
Gigjobscanada.ca
Part-time.ca

Government Job Sites

Canada Job Bank, jobbank.gc.ca
Canadian Forces, canada.ca/en/department-national-defence/corporate/job-opportunities.html
Government of Canada Public Service, jobs-emplois.gc.ca

Apply online today! > parklandcollege.sk.ca

Your College. Your Future.

Simplyhired.ca
Workopolis.com
WOWjobs.ca

University of Saskatchewan
University of Regina
Saskatchewan Polytechnic

www.northwestcollege.ca

Program start dates and delivery methods may be modified at anytime and without notice to ensure that North West College programs and services follow the direction, advice and guidance of the Saskatchewan’s Chief Medical Health Officer and Saskatchewan Public Health Orders as we navigate through the COVID-19 pandemic. Please contact the College for full details.
SCHOLARSHIPS & AWARDS

Government Loans, Scholarships
Federal and provincial governments provide loans and grants for full-time and part-time post-secondary students. Learn more here:
- Saskatchewan-Canada Student Loans Program, saskatchewan.ca/residents/education-and-learning/student-loans
- Government of Saskatchewan, saskatchewan.ca/residents/education-and-learning/scholarships-bursaries-grants
- Saskatchewan Graduate Retention Program, saskatchewan.ca/residents/education-and-learning/graduate-retention-program

Apply early—since the pandemic, it may take longer to process your loan application.

Apprenticeship
Apprenticeship is still the best bet for “earning while learning,” but you can also get an extra boost through incentives, grants and scholarships.
- Saskatchewan Youth Apprenticeship (SYA) Industry Scholarships, saskapprenticeship.ca/sya-industry-scholarship-youth
- Apprenticeship Incentive Grant for Women, Apprenticeship Incentive Grants for registered apprentices, canada.ca/en/employment-social-development/services/apprentices/grants.html

Saskatchewan Post-Secondary Institutions
- Carlton Trail College, carltontrailcollege.com
- Cumberland College, cumberlandcollege.sk.ca
- First Nations University of Canada, fnuniq.ca/scholarships
- Gabriel Dumont Institute (GDI), gdi.uis.sk.ca/students/services/scholarships-bursaries
- Great Plains College, greatplainscollege.ca/scholarships
- Lakeland College, lakelandcollege.ca/future-students/funding-your-education
- Northlands College, trainnorth.ca/student-services/financial-assistance
- North West College, northwestcollege.ca/support.html
- Parkland College, parklandcollege.sk.ca/admissions/scholarships/overview.html
- Saskatchewan Polytechnic, saskpolytech.ca/admissions/overview.html

Saskatchewan & Canada-Wide
- Indigenous Bursaries Search Tool, sac-sc.gc.ca/eng/1331185180120/13351685455328
- Affinity Credit Union, affinitycu.ca/meet-affinity/in-the-community/scholarships
- Association of Canada Land Surveyors (ACLS), acs-aats.ca/students-home/scholarships
- Association of Canadian Universities for Northern Studies (ACUNS), acuns.ca
- Automotive Industries Association Canada (AIA), aiahighfiveforkids.ca/en/scholarships
- Bank of Canada Scholarship & Work Placement Program, bankofcanada.ca/careers/scholarships
- Canadian Scholarship Trust Plan, cst.org/en/about-cst/awards
- Canadian Western Agribition, agribition.com/scholarships-awards/scholarships
- Prince Edward Arts Scholarship, sk-arts.ca/men/grants/grants-by-type/students/prince-educational-arts-scholarship.html
- Canadian Agri-Business Education Foundation, cabef.org
- Saskatchewan Stock Growers Association awards and Scholarships, skstockgrowers.com/resources
- Saskatchewan Association of Conservation Officers, sac-o.ca/scholarships
- Saskatchewan Aviation Council, saskaviationcouncil.ca/employment-education/scholarships
- Saskatchewan Drama Association, saskdrama.com/scholarship.htm
- SaskTel Scholarships, sasktel.com/about-us/corporate-social-responsibility/scholarships
- Saskatchewan School Boards Association, saskschoolboards.ca/about-us/awards-and-scholarships
- Saskatchewan Government Insurance (SGI), sgi.sk.ca/scholarships
- SIGA Justice Paul Favel Indigenous Award for Outstanding Leadership in Community Involvement, siga.sk.ca/community-investment/scholarship
- CIBC Student Scholarships, cibc.com/ca/advice-centre/student-life/cibc-scholarships.html
- DisabilityAwards.ca, disabilityawards.ca
- Canadian Scholarship Trust Plan, cst.org/en/about-cst/awards
- Keewatin Career Development Corporation, career.kdcd.ca/index.php/funding
- Loran Scholars, loranscholar.ca/becoming-a-scholar
- RBC Royal Bank Scholarships, rbc.com/dms/enterprise/scholarships.html
- SaskatchewanScholarships.ca, saskatchewan.ca/scholarships
- Saskatchewan Trucking Association Scholarship, sakstrucking.com/scholarships
- ScholarshipsCanada.com, scholarshipscanada.com
- Schulich Leader Scholarships, schulichleaders.com
- SGEU, sgeu.org/member-resources/scholarships-and-bursaries
- Terry Fox Humanitarian Award, terryfoxawards.ca
- The Canadian Hospitality Foundation, thechf.ca/scholarships
- TD Scholarships for Community Leadership, tdcanadatrust.com/products-services/banking/student-life/scholarship-for-community-leadership/index.jsp
- Universities Canada, univcan.ca/programs-and-scholarships

Your guide to funding your post-secondary education, including links to federal/provincial student loans (which you have to pay back over time) and links to scholarships and awards (which you have to apply for, but don’t have to pay back).
SASKATCHEWAN

JOB CHART 2022

Your tomorrow starts right here right now.

Use **Job Chart 2022** to explore jobs, wages, most commonly sought work requirements by employers, and training & education routes.

for more information go to www.contact360.ca/relevance

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Want practical info on hundreds of Saskatchewan jobs? Job Chart 2022 shows how much you could earn, what post-secondary training you need, even what work requirements employers are looking for in jobs. Each listing includes:

**NOC CODE**
The National Occupational Classification (NOC) system is Canada's go-to source for information on occupations. Use the four-digit NOC code to dig deeper into career options.

**JOB DESCRIPTION**
A summary of typical job activities. If you want to know more, talk to someone who does this for a living or visit [https://noc.esdc.gc.ca/](https://noc.esdc.gc.ca/) Home.

**WAGE RANGE, ANNUAL ESTIMATES**
This information is based on full-time, 40 hours a week, full-year (52 weeks a year) wages and estimated using 2020 Job Bank prevailing hourly wages.

**WORK REQUIREMENTS**
Job Chart lists the work requirements employers most commonly want for occupations in their job postings (Based on 2020 national job postings data from Vicinity Jobs and work requirements categorization by Labour Market Information Council-LMIC).

**TRAINING AND EDUCATION**
This lists Saskatchewan institutions with programs relevant to each job. We've made every effort to ensure the information is accurate, but it's up to you to check with the institution to verify program availability. This is a starting point; you may need additional training and/or transfer to another institution to meet professional, occupational or trade requirements.

University classes are available at all Saskatchewan Regional Colleges. Transfer agreements with the University of Regina, University of Saskatchewan and First Nations University of Canada let students complete one or more years of full-time university at a regional college close to home. For details, CONTACT THE INSTITUTION DIRECTLY.
## Business, Finance and Administration

<table>
<thead>
<tr>
<th>NOC Code</th>
<th>Job Title</th>
<th>Job Description</th>
<th>Prevailing Wage Range, Annual Estimates</th>
<th>Most Common Work Requirements</th>
<th>Skills</th>
<th>Knowledge</th>
<th>Tools &amp; Technology</th>
<th>Other Work Requirements</th>
<th>Training and Education Routes</th>
</tr>
</thead>
<tbody>
<tr>
<td>1431</td>
<td>Accounting and related clerks</td>
<td>Prepare bills, invoices, accounts payable and receivable, budgets and other routine financial records using both manual and computerized systems.</td>
<td>$31,200 to $65,000</td>
<td>Accounting, English language, General ledger</td>
<td>Communication skills, Teamwork, Organizational skills</td>
<td>Attention to detail, Fast-paced Setting, Flexibility</td>
<td>Microsoft Excel, Microsoft Word, Accounting software</td>
<td></td>
<td>Carlsbad Trail College, Cumberton College, Damenton Technical Institute, First Nations University of Canada, Great Plains College, Lakeland College, Northlands College, North-West College, Parkland College, Saskatchewan Indian Institute of Technologies, Saskatchewan Polytechnic, Saskatoon Business College, Southeast College, St. Peter's College, University of Regina, University of Saskatchewan</td>
</tr>
<tr>
<td>1311</td>
<td>Accounting technicians and bookkeepers</td>
<td>Maintain book, keep records of accounts, verify procedures for recording financial transactions and provide personal bookkeeping services.</td>
<td>$33,280 to $74,880</td>
<td>Accounting, English language, Financial reporting</td>
<td>Teamwork, Communication skills, Interpersonal skills</td>
<td>Attention to detail, Fast-paced Setting, Flexibility</td>
<td>Microsoft Excel, Microsoft Word, Intuit QuickBooks</td>
<td></td>
<td>Lakeland College, Saskatchewan Polytechnic, Saskatoon Business College, University of Regina, University of Saskatchewan</td>
</tr>
<tr>
<td>1241</td>
<td>Administrative assistants</td>
<td>Perform a variety of administrative duties in support of managerial and professional staff.</td>
<td>$33,160 to $66,660</td>
<td>English language, Office administration, Accounting</td>
<td>Communication skills, Teamwork, Organizational skills</td>
<td>Attention to detail, Fast-paced Setting, Flexibility</td>
<td>Microsoft Excel, Microsoft Word, Microsoft PowerPoint</td>
<td></td>
<td>Carlsbad Trail College, Cumberton College, Damenton Technical Institute, Great Plains College, Lakeland College, North-West College, Parkland College, Saskatchewan Indian Institute of Technologies, Saskatchewan Polytechnic, Saskatoon Business College, Southeast College, St. Peter's College, University of Regina</td>
</tr>
<tr>
<td>1221</td>
<td>Administrative officers</td>
<td>Oversee administrative procedures, establish work priorities and co-ordinate various administrative services, such as office supplies and security services.</td>
<td>$33,280 to $81,990</td>
<td>Communication skills, Project management, Teamwork</td>
<td>Budgeting, English language, Office administration</td>
<td>Attention to detail, Flexibility, Fast-paced Setting</td>
<td>Microsoft Excel, Microsoft Word, Microsoft PowerPoint</td>
<td></td>
<td>Carlsbad Trail College, Cumberton College, Damenton Technical Institute, First Nations University of Canada, Great Plains College, Lakeland College, North-West College, Parkland College, Saskatchewan Indian Institute of Technologies, Saskatchewan Polytechnic, Saskatoon Business College, Southeast College, St. Peter's College, University of Regina, University of Saskatchewan</td>
</tr>
<tr>
<td>1314</td>
<td>Assessors, valuers and appraisers</td>
<td>Determine the value of land, businesses, estates and other real and personal property, determine the value of personal and household items.</td>
<td>$54,000 to $95,990</td>
<td>Communication skills, Teamwork, Customer service</td>
<td>English language, Risk management, Public relations</td>
<td>Flexibility, Attention to detail, Fast-paced Setting</td>
<td>Microsoft Excel, Microsoft Word, Estimating software</td>
<td></td>
<td>Lakeland College, University of Regina, University of Saskatchewan</td>
</tr>
<tr>
<td>1454</td>
<td>Banking, insurance and other financial clerks</td>
<td>Compile and process records, listings, applications and more for banking, insurance and other financial organizations.</td>
<td>$33,280 to $62,860</td>
<td>Accounting, English language, Office administration</td>
<td>Communication skills, Customer service, Teamwork</td>
<td>Attention to detail, Fast-paced Setting, Flexibility</td>
<td>Microsoft Excel, Microsoft Word, Microsoft Outlook</td>
<td></td>
<td>Carlsbad Trail College, Cumberton College, Damenton Technical Institute, First Nations University of Canada, Great Plains College, Lakeland College, North-West College, Parkland College, Saskatchewan Indian Institute of Technologies, Saskatchewan Polytechnic, Saskatoon Business College, Southeast College, St. Peter's College, University of Regina, University of Saskatchewan, First Nations University of Canada, Great Plains College, Lakeland College, North-West College, Parkland College, Saskatchewan Indian Institute of Technologies, Saskatchewan Polytechnic, Saskatoon Business College, Southeast College, St. Peter's College, University of Regina</td>
</tr>
<tr>
<td>1226</td>
<td>Conference and event planners</td>
<td>Plan conferences, conventions, meetings, seminars, exhibitions, trade shows, festivals and other events for associations, businesses and convention centers.</td>
<td>$35,440 to $88,000</td>
<td>Planning, Communication skills, Teamwork</td>
<td>English language, Budgeting, Public relations</td>
<td>Event Planning, Attention to detail, Flexibility</td>
<td>Microsoft Excel, Microsoft Word, Microsoft PowerPoint</td>
<td></td>
<td>University of Regina, University of Saskatchewan</td>
</tr>
<tr>
<td>1452</td>
<td>Correspondece, publication and regulatory clerks</td>
<td>Write correspondence, proofread and compile material for publication, process forms and documents (e.g., applications, licenses, permits) and perform related clerical duties.</td>
<td>$31,200 to $75,920</td>
<td>Communication skills, Teamwork, Interpersonal skills, Customer service</td>
<td>English language, Office administration, Business intelligence</td>
<td>Attention to detail, Flexibility, Fast-paced Setting</td>
<td>Microsoft Word, Microsoft Outlook</td>
<td></td>
<td>On The Job Training</td>
</tr>
<tr>
<td>1513</td>
<td>Couriers, messengers and door-to-door distributors</td>
<td>Pick up and deliver letters, parcels, packages, newspapers, flyers and other items.</td>
<td>$23,820 to $62,400</td>
<td>Customer service, Teamwork, Time management</td>
<td>English language, Office administration, Business intelligence, Highway Traffic Act</td>
<td>Flexibility, Fast-paced Setting, Attention to detail</td>
<td>Android, Inventory management systems and software, PAV, Microsoft Excel, Microsoft Word, Microsoft Outlook</td>
<td></td>
<td>University of Regina, University of Saskatchewan</td>
</tr>
<tr>
<td>1251</td>
<td>Court reporters, medical transcriptionists and related occupations</td>
<td>Record and transcribe court and committee proceedings, and prepare transcripts for judges, tribunals and panels; record and transcribedictation by health care providers.</td>
<td>$42,720 to $86,240</td>
<td>Communication skills, Teamwork, Interpersonal skills</td>
<td>English language, Office administration</td>
<td>Attention to detail, Fast-paced Setting, Flexibility</td>
<td>Microsoft Excel, Microsoft Word, Microsoft Outlook, Microsoft Word, Word processing software</td>
<td></td>
<td>Private schools</td>
</tr>
<tr>
<td>1422</td>
<td>Data entry clerks</td>
<td>Input coded statistical, financial and other information into computerized databases and spreadsheets using a keyboard, mouse, speech recognition software or other data entry tools.</td>
<td>$29,120 to $54,000</td>
<td>Communication skills, Customer service, Teamwork</td>
<td>English language, Accounting, Office administration</td>
<td>Attention to detail, Data entry, Fast-paced Setting</td>
<td>Microsoft Excel, Microsoft Word, Microsoft Outlook, Microsoft Word, Database software</td>
<td></td>
<td>Carlsbad Trail College, Cumberton College, Damenton Technical Institute, Great Plains College, Lakeland College, North-West College, Northlands College, Parkland College, Saskatchewan Indian Institute of Technologies, Saskatchewan Polytechnic, Saskatoon Business College, Southeast College, St. Peter's College, University of Regina, University of Saskatchewan, First Nations University of Canada, Great Plains College, Lakeland College, North-West College, Parkland College, Saskatchewan Indian Institute of Technologies, Saskatchewan Polytechnic, Saskatoon Business College, Southeast College, St. Peter's College, University of Regina, University of Saskatchewan, First Nations University of Canada, Great Plains College, Lakeland College, North-West College, Parkland College, Saskatchewan Indian Institute of Technologies, Saskatchewan Polytechnic, Saskatoon Business College, Southeast College, St. Peter's College, University of Regina</td>
</tr>
<tr>
<td>1525</td>
<td>Dispatchers</td>
<td>Operate radios and other communication equipment to dispatch emergency vehicles for police, fire and other emergency services; co-ordinate drivers and other personnel for taxi, delivery, course, trucking and other companies.</td>
<td>$32,910 to $71,970</td>
<td>Communication skills, Customer service, Teamwork</td>
<td>English language, Accounting, Occupational Health and Safety Act, Office administration</td>
<td>Fast-paced Setting, Attention to detail, Flexibility</td>
<td>Microsoft Excel, Microsoft Word, Microsoft Outlook</td>
<td></td>
<td>On The Job Training</td>
</tr>
<tr>
<td>1228</td>
<td>Employment insurance, immigration, border services and revenue officers</td>
<td>Administer and enforce laws and regulations related to immigration, unemployment insurance, customs and tax revenue.</td>
<td>$53,330 to $92,810</td>
<td>Communication skills, Customer service, Interpersonal skills</td>
<td>English language, Accounting, Microsoft Excel, Microsoft Outlook, Microsoft Word</td>
<td>Flexibility, Fast-paced Setting, Attention to detail</td>
<td>Microsoft Excel, Microsoft Word, Microsoft Outlook, Microsoft Excel, Microsoft Word, Accounting software</td>
<td></td>
<td>Saskatchewan Polytechnic, University of Regina, University of Saskatchewan</td>
</tr>
<tr>
<td>1222</td>
<td>Executive assistants</td>
<td>Coordinate administrative, public relations and research activities for government officials, corporate executives, committees and boards of directors.</td>
<td>$49,920 to $84,950</td>
<td>Communication skills, Teamwork, Interpersonal skills</td>
<td>Office administration, English language, Accounting</td>
<td>Attention to detail, Fast-paced Setting, Flexibility</td>
<td>Microsoft Excel, Microsoft Word, Microsoft PowerPoint</td>
<td></td>
<td>Carlsbad Trail College, Cumberton College, Great Plains College, Lakeland College, North-West College, Northlands College, Parkland College, Saskatchewan Indian Institute of Technologies, Saskatchewan Polytechnic, Saskatoon Business College, Southeast College, St. Peter's College, University of Regina, University of Saskatchewan</td>
</tr>
<tr>
<td>1112</td>
<td>Financial and investment analysts</td>
<td>Collect and analyze market information to provide financial and investment advice to companies and individuals.</td>
<td>$59,950 to $128,000</td>
<td>Communication skills, Teamwork, Interpersonal skills</td>
<td>Financial analysis, Accounting, Budgeting</td>
<td>Attention to detail, Fast-paced Setting, Flexibility</td>
<td>Microsoft Excel, SAP, Microsoft PowerPoint, Microsoft Word, Intuit QuickBooks, Microsoft Word</td>
<td></td>
<td>Saskatchewan Polytechnic, Saskatoon Business College, University of Regina, University of Saskatchewan</td>
</tr>
<tr>
<td>1111</td>
<td>Financial auditors and accountants</td>
<td>Auditors examine the accounting and financial records of individuals and establishments. Accountants plan and administer accounting systems for individuals and establishments.</td>
<td>$42,660 to $120,000</td>
<td>Accounting, English language, Financial reporting</td>
<td>Communication skills, Teamwork, Interpersonal skills</td>
<td>Attention to detail, Fast-paced Setting, Flexibility</td>
<td>Microsoft Excel, Microsoft Word, Microsoft Outlook, Microsoft Word, Accounting software</td>
<td></td>
<td>Saskatchewan Polytechnic, Saskatoon Business College, University of Regina, University of Saskatchewan</td>
</tr>
<tr>
<td>1411</td>
<td>General office support workers</td>
<td>Type and file correspondence, reports, statements and other material, operate office equipment, answer phones and perform general clerical duties.</td>
<td>$31,200 to $62,400</td>
<td>Communication skills, Customer service, Interpersonal skills</td>
<td>English language, Office administration, Accounting</td>
<td>Attention to detail, Fast-paced Setting, Flexibility</td>
<td>Microsoft Excel, Microsoft Word, Microsoft Outlook, Microsoft Word, Accounting software</td>
<td></td>
<td>Carlsbad Trail College, Cumberton College, Damenton Technical Institute, Great Plains College, Lakeland College, North-West College, Northlands College, Parkland College, Saskatchewan Indian Institute of Technologies, Saskatchewan Polytechnic, Saskatoon Business College, Southeast College, St. Peter's College, University of Regina</td>
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<th>PREVAILING WAGE RANGE</th>
<th>ANNUAL ESTIMATES</th>
<th>MOST COMMON WORK REQUIREMENTS</th>
<th>TRAINING AND EDUCATION ROUTES</th>
</tr>
</thead>
<tbody>
<tr>
<td>1223</td>
<td>Human resources and recruitment officers</td>
<td>Identify and advertise job vacancies, recruit candidates and assist in the selection and management of employees.</td>
<td>$42,990 to $73,000</td>
<td>Communication skills, Teamwork, Interpersonal skills</td>
<td>English language, Business intelligence, Office administration</td>
<td>Flex-paced Setting, Attention to detail, Flexibility</td>
</tr>
<tr>
<td>1121</td>
<td>Human resources professionals</td>
<td>Develop and evaluate human resources and labour relations policies, programs and procedures, advise managers and employers on personnel matters.</td>
<td>$112,200 to $175,000</td>
<td>Communication skills, Teamwork, Leadership</td>
<td>English language, Occupational Health and Safety Act, Change management</td>
<td>Attention to detail, Self-starter / Self-motivated, Flexibility</td>
</tr>
<tr>
<td>1312</td>
<td>Insurance adjusters and claims examiners</td>
<td>Adjusters investigate insurance claims and determine the amount covered by insurance policies. Examiners review claims investigated by insurance adjusters and authorize payments.</td>
<td>$42,660 to $90,000</td>
<td>Communication skills, Customer service, Teamwork</td>
<td>English language, Risk management, Quality assurance</td>
<td>Flex-paced Setting, Attention to detail, Flexibility</td>
</tr>
<tr>
<td>1313</td>
<td>Insurance underwriters</td>
<td>Evaluate insurance applications to determine insurance risks, premiums and the extent of insurance coverage based on company policies.</td>
<td>$29,000 to $83,570</td>
<td>Communication skills, Teamwork, Customer service, Teamwork</td>
<td>English language, Risk management, Accounting</td>
<td>Underwriting, Attention to detail, Flexibility</td>
</tr>
<tr>
<td>1242</td>
<td>Legal administrative assistants</td>
<td>Performs a variety of secretarial and administrative duties in law offices, legal departments of large firms, real estate companies, title offices, courts and government departments.</td>
<td>$36,670 to $68,640</td>
<td>Communication skills, Organizational skills</td>
<td>English language, Office administration, Accounting</td>
<td>Flex-paced Setting, Attention to detail, Flexibility</td>
</tr>
<tr>
<td>1512</td>
<td>Letter carriers</td>
<td>Sort and deliver mail, record delivery of registered mail and collect money for cash-on-delivery parcels for Canada Post.</td>
<td>$40,480 to $70,140</td>
<td>Customer service, Writing, Leadership</td>
<td>English language, Marketing, Business intelligence</td>
<td>On The Job-Training</td>
</tr>
<tr>
<td>1451</td>
<td>Library assistants and clerks</td>
<td>Process library materials, sort and shelf books, provide general library information to users and perform various clerical duties, such as filling and typing.</td>
<td>$26,600 to $56,720</td>
<td>Communication skills, Teamwork</td>
<td>English language, Customer service, Marketing, Business intelligence</td>
<td>Saskatchewan Polytechnic, University of Regina</td>
</tr>
<tr>
<td>1511</td>
<td>Mail, postal and related workers</td>
<td>Sort mail and parcels in post offices, mail processing plants and internal mail rooms, serve customers at mail counters and postal windows for Canada Post, courier and parcel express companies.</td>
<td>$27,040 to $55,900</td>
<td>Customer service, Teamwork, Communication skills</td>
<td>English language, Occupational Health and Safety Act, Point of sale POS systems and software</td>
<td>Flex-paced Setting, Attention to detail, Flexibility</td>
</tr>
<tr>
<td>1243</td>
<td>Medical administrative assistants</td>
<td>Performs a variety of secretarial and administrative duties in doctor's offices, hospitals, medical clinics and other medical settings.</td>
<td>$37,440 to $68,580</td>
<td>Communication skills, Teamwork, Interpersonal skills</td>
<td>English language, Office administration, Accounting</td>
<td>Flex-paced Setting, Attention to detail, Flexibility</td>
</tr>
<tr>
<td>1114</td>
<td>Other financial officers</td>
<td>Other professional occupations in finance include financial planners, financial examiners and inspectors, financial investigators, financial auditors and clerks.</td>
<td>$42,000 to $106,660</td>
<td>Customer service, Teamwork, Communication skills</td>
<td>English language, Risk management, Accounting</td>
<td>Saskatchewan Polytechnic, University of Regina, University of Saskatchewan</td>
</tr>
<tr>
<td>1432</td>
<td>Payroll clerks</td>
<td>Collect and process payroll information and determine pay and benefit entitlements for employees using manual or computerized systems.</td>
<td>$37,440 to $67,640</td>
<td>Communication skills, Teamwork, Time management</td>
<td>Accounting, English language, Marketing, Business intelligence</td>
<td>Flex-paced Setting, Attention to detail, Flexibility</td>
</tr>
<tr>
<td>1523</td>
<td>Production logistics coordinators</td>
<td>Co-ordinate the flow of work and materials, prepare work and production schedules, monitor progress of projects for manufacturing, construction, printing and publishing companies.</td>
<td>$42,000 to $69,990</td>
<td>Communication skills, Customer service, Teamwork</td>
<td>English language, Business administration, Inventory management</td>
<td>Flex-paced Setting, Attention to detail, Flexibility</td>
</tr>
<tr>
<td>1123</td>
<td>Professional occupations in advertising, marketing and public relations</td>
<td>Specialize in advertising, marketing and public relations analyzing communication and advertising trends, develop communication strategies and marketing plans, manage media relations and public events. Includes entertainment, literary and sports agents.</td>
<td>$31,200 to $94,990</td>
<td>Communication skills, Teamwork, Organizational skills</td>
<td>English language, Digital marketing, Marketing, Writing, Leadership</td>
<td>Flex-paced Setting, Attention to detail, Flexibility</td>
</tr>
<tr>
<td>1122</td>
<td>Professional occupations in business management consulting</td>
<td>Occupations that provide consulting services to management, such as analyzing the structure, operations, managerial methods or functions of an organization or department.</td>
<td>$41,600 to $106,680</td>
<td>Communication skills, Teamwork, Planning</td>
<td>English language, Risk management, Change management</td>
<td>Flex-paced Setting, Attention to detail, Flexibility</td>
</tr>
<tr>
<td>1224</td>
<td>Property administrators</td>
<td>Carry out administrative tasks and co-ordinate activities related to the management and rental of investment property and real estate.</td>
<td>$28,410 to $81,540</td>
<td>Communication skills, Customer service, Teamwork</td>
<td>English language, Accounting, Budgeting</td>
<td>Flex-paced Setting, Attention to detail, Flexibility</td>
</tr>
<tr>
<td>1225</td>
<td>Purchasing agents and clerks</td>
<td>Purchase and sell specialized equipment, materials and business services for in-house company use or further processing.</td>
<td>$42,000 to $98,010</td>
<td>Communication skills, Teamwork, Planning</td>
<td>English language, Supply chain management, Inventory management</td>
<td>Flex-paced Setting, Attention to detail, Flexibility</td>
</tr>
<tr>
<td>1524</td>
<td>Purchasing and inventory control workers</td>
<td>Prepare purchasing transactions and maintain inventories of materials, equipment and stock for retail and wholesale establishments, manufacturing companies and government agencies.</td>
<td>$33,280 to $77,880</td>
<td>Communication skills, Customer service, Teamwork</td>
<td>English language, Supply chain management, Inventory management</td>
<td>Flex-paced Setting, Attention to detail, Flexibility</td>
</tr>
</tbody>
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♀ Job May Require Apprenticeship Training

for more information go to www.contact360.ca/relevance
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</tr>
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<td>1414</td>
<td>Receptionists</td>
<td>Greet and direct people arriving at offices, hospitals and other establishments, answer telephone calls, schedule appointments and perform other clerical duties.</td>
<td>$27,040 to $49,920</td>
<td>Communication skills, Customer service, Teamwork, English language, Office administration, Accounting</td>
<td>Carleton Trail College, Cumberland College, Dazmond Technical Institute, Great Plains College, Lakeside College, North West College, Northlands College, Parkland College, Saskatchewan Indian Institute of Technologies, Saskatchewan Polytechnic, Saskatoon Business College, Southeast College, St. Peter's College, University of Regina</td>
</tr>
<tr>
<td>1521</td>
<td>Shippers and receivers</td>
<td>Ship, receive and record the movement of parts, supplies, materials, equipment and stock to be handled by railroad, wholesale, commercial and industrial establishments.</td>
<td>$28,720 to $60,110</td>
<td>Teamwork, Customer service, Communication skills, English language, Occupational Health and Safety Act, Inventory management</td>
<td>Saskatchewan Polytechnic, Southeast College</td>
</tr>
<tr>
<td>1522</td>
<td>Storekeepers and partypersons</td>
<td>Sort, store and issue parts and supplies for companies in the agricultural, mechanical and service industries.</td>
<td>$35,360 to $65,000</td>
<td>Teamwork, Customer service, Communication skills, English language, Occupational Health and Safety Act, Inventory management</td>
<td>University of Regina, Saskatchewan Polytechnic, Saskatoon Business College, University of Regina, University of Saskatchewan</td>
</tr>
<tr>
<td>1212</td>
<td>Supervisors, finance and insurance office workers</td>
<td>Supervise and co-ordinate the activities of Accounting and Related Clerks (1413), Payroll Clerks (1433), Banking, Insurance and Other Financial Clerks (1434) and Collectors (1435).</td>
<td>$37,440 to $104,000</td>
<td>Communication skills, Teamwork, Customer service, Accounting, English language, General ledger, Microsoft Excel, Microsoft Word, Enterprise resource planning (ERP) systems and software</td>
<td>Great Plains College, Saskatchewan Polytechnic, University of Regina, University of Saskatchewan</td>
</tr>
<tr>
<td>1211</td>
<td>Supervisors, general office and administrative support workers</td>
<td>Supervise and co-ordinate the activities of General Office Workers (147) and Office Equipment Operators (142).</td>
<td>$34,320 to $100,010</td>
<td>Communication skills, Leadership, Teamwork, English language, Occupational Health and Safety Act, Budgeting</td>
<td>Great Plains College, Saskatchewan Polytechnic, University of Regina, University of Saskatchewan</td>
</tr>
<tr>
<td>1214</td>
<td>Supervisors, mail and message distribution occupations</td>
<td>Supervise and co-ordinate the activities of Mail, Postal and Related Workers (1511), Letter Carriers (1512) and Couriers, Messengers and Door-to-Door Distributors (1513).</td>
<td>$41,600 to $69,680</td>
<td>Leadership, Customer service, Budgeting, English language, n.a.</td>
<td>University of Regina, University of Saskatchewan</td>
</tr>
<tr>
<td>1215</td>
<td>Supervisors, supply chains, tracking and scheduling operations</td>
<td>Supervise and co-ordinate the activities of Shippers and Receivers (1521), Storekeepers and Partypersons (1522), Production Logistics Co-ordinators (1523), Purchasing and Inventory Control Workers (1524), Dispatchers (1525) and Transportation Route and Crew Schedulers (1526).</td>
<td>$36,600 to $80,000</td>
<td>Communication skills, Teamwork, Organizational skills, English language, Occupational Health and Safety Act, Inventory management</td>
<td>Saskatchewan Polytechnic, University of Regina, University of Saskatchewan</td>
</tr>
<tr>
<td>1454</td>
<td>Survey interviewers and clerical workers</td>
<td>Gather information for market research, public opinion polls or election and census enumeration; code and compile interviews and other data into reports, lists, directories and other documents.</td>
<td>$27,310 to $72,010</td>
<td>Communication skills, Decision-Making, Organizational skills, English language, Occupational Health and Safety Act</td>
<td>University of Regina, Saskatchewan Polytechnic, Southeast College, University of Regina, University of Saskatchewan</td>
</tr>
</tbody>
</table>

NOC - Natural & Applied Sciences

<table>
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<tr>
<th>NOC Code</th>
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<td>2123</td>
<td>Agricultural representatives, consultants and specialists</td>
<td>Provide assistance and advice to farmers on all aspects of farm management, cultivation, fertilization, harvesting, soil erosion and conservation, disease prevention, nutrition, crop rotation and marketing.</td>
<td>$46,670 to $109,990</td>
<td>Communication skills, Teamwork, Planning, English language, Budgeting, Occupational Health and Safety Act, Microsoft Excel, Microsoft Word</td>
<td>Carleton Trail College, Great Plains College, Lakeside College, University of Regina, University of Saskatchewan</td>
</tr>
<tr>
<td>2271</td>
<td>Air pilots, flight engineers and flying instructors</td>
<td>Pilots, fly fixed wing aircraft and helicopters to provide air transportation and other services. Flight engineers monitor aircraft during flight and may assist in flying. Flying instructors teach flying techniques and procedures to student and licensed pilots.</td>
<td>$40,000 to $154,670</td>
<td>Communication skills, Teamwork, Customer service, English language, n.a.</td>
<td>Saskatchewan Polytechnic</td>
</tr>
<tr>
<td>2251</td>
<td>Architectural technologists and technicians</td>
<td>Provide technical assistance to architects and civil design engineers in conducting research, preparing drawings, architectural models, specifications and contracts, and supervising construction projects.</td>
<td>$26,900 to $93,850</td>
<td>Teamwork, Communication skills, Planning, English language, Building Information Modeling (BIM), Autodesk Revit, Autodesk AutoCAD, Autodesk Revit, Autodesk AutoCAD, Computer aided design (CAD) software</td>
<td>Saskatchewan Polytechnic, University of Regina, University of Saskatchewan</td>
</tr>
<tr>
<td>2221</td>
<td>Biological technologists and technicians</td>
<td>Provide technical support to scientists, engineers and other professionals in agriculture, resource management, plant and animal biology, microbiology, cell and molecular biology.</td>
<td>$34,320 to $87,360</td>
<td>Teamwork, Communication skills, Interpersonal skills, English language, Occupational Health and Safety Act, Quality assurance, Microsoft Excel, Microsoft Word</td>
<td>Saskatchewan Polytechnic, University of Regina, University of Saskatchewan</td>
</tr>
<tr>
<td>2121</td>
<td>Biologists and related scientists</td>
<td>Conduct basic and applied research to extend knowledge of living organisms and to manage natural resources; develop new practices and products related to medicine and agriculture.</td>
<td>$56,990 to $158,080</td>
<td>Communication skills, Teamwork, Leadership, English language, Occupational Health and Safety Act, Budgeting, Microsoft Excel, Geographic Information Systems (GIS), Microsoft Word</td>
<td>First Nations University of Canada, University of Regina, University of Saskatchewan</td>
</tr>
<tr>
<td>2211</td>
<td>Chemical technologists and technicians</td>
<td>Provide technical support in chemical engineering, chemical and biochemical research and analysis, industrial chemistry, chemical quality control and environmental monitoring.</td>
<td>$35,360 to $89,440</td>
<td>Communication skills, Teamwork, Decision-Making, Quality assurance, English language, Current Good Manufacturing Practice (cGMP/GMP), Electrocardiogram, Microsoft Excel, Microsoft Word</td>
<td>Saskatchewan Polytechnic, University of Regina, University of Saskatchewan</td>
</tr>
<tr>
<td>2231</td>
<td>Civil engineering technologists and technicians</td>
<td>Provide technical support in civil engineering fields, such as structural, municipal, construction design and supervision, highways and transportation, water resources and geological engineering.</td>
<td>$33,280 to $102,000</td>
<td>Teamwork, Communication skills, Leadership, English language, Occupational Health and Safety Act, Quality assurance, Autodesk AutoCAD, Autodesk Revit, Autodesk AutoCAD, Autodesk Revit, Bentley Microstation</td>
<td>Saskatchewan Polytechnic, University of Regina, University of Saskatchewan</td>
</tr>
<tr>
<td>2131</td>
<td>Civil engineers</td>
<td>Plan, design, develop and manage construction projects involving buildings, earth structures, roads, airports, railways, public transit facilities, bridges, tunnels, dams, water distribution and sanitation systems; specialize in foundation analysis, building and structural inspection, surveying, geomatics and municipal planning.</td>
<td>$58,240 to $130,000</td>
<td>Communication skills, Teamwork, Project management, English language, Budgeting, Quality assurance, Autodesk AutoCAD, Autodesk Revit, Bentley Microstation</td>
<td>University of Regina, University of Saskatchewan</td>
</tr>
<tr>
<td>2281</td>
<td>Computer network technologists</td>
<td>Maintain local and wide area networks (LANs and WANs), mainframe networks, hardware, software and related computer equipment; maintain internet and intranet websites, web server hardware and software; optimize network connectivity and performance.</td>
<td>$41,600 to $109,990</td>
<td>Troubleshooting, Teamwork, Communication skills, English language, Network administration, Transmission Control Protocol/Internet Protocol (TCP/IP), Microsoft Windows, Linux, VMware</td>
<td>Northlands College, Saskatchewan Indian Institute of Technologies, Saskatchewan Polytechnic, Saskatoon Business College, University of Regina, University of Saskatchewan</td>
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<td>2174</td>
<td>Computer programmers and interactive media developers</td>
<td>Write, modify, integrate and test computer code for internet applications, computer-based training software, computer games, film, video and other interactive media.</td>
<td>$49,920 to $99,010</td>
<td>Teamwork, Communication skills, Leadership</td>
<td>Agile Software Development, User Interface Design</td>
<td>Java, SQL (Structured query language), JavaScript</td>
<td>Fast-paced Setting, Flexibility, Attention to detail</td>
<td>Saskatchewan Polytechnic, University of Regina, University of Saskatchewan</td>
</tr>
<tr>
<td>2234</td>
<td>Construction estimators</td>
<td>Analyze cost and prepare estimates on civil engineering, architectural, structural, electrical and mechanical construction projects.</td>
<td>$49,920 to $109,990</td>
<td>Communication skills, Teamwork, Customer service</td>
<td>English language, Quantity surveying, Budgeting</td>
<td>Microsoft Excel, Microsoft Word, Estimating software</td>
<td>Attention to detail, Fast-paced Setting, Work under pressure</td>
<td>Saskatchewan Polytechnic, University of Regina, University of Saskatchewan</td>
</tr>
<tr>
<td>2264</td>
<td>Construction inspectors</td>
<td>Inspect new and existing buildings, bridges, highways and industrial facilities to ensure specifications and building codes are observed and to monitor worker safety.</td>
<td>$43,680 to $112,670</td>
<td>Communication skills, Interpersonal skills, Teamwork</td>
<td>Occupational Health and Safety Act, English language, First aid</td>
<td>Microsoft Word, Microsoft Excel, HVAC</td>
<td>Attention to detail, Fast-paced Setting, Flexibility</td>
<td>Saskatchewan Polytechnic, University of Regina</td>
</tr>
<tr>
<td>2172</td>
<td>Database analysts and data administrators</td>
<td>Database analysis and administer data management solutions using database management software. Data administrators develop and implement policies, standards and models.</td>
<td>$48,190 to $130,000</td>
<td>Communication skills, Data analysis, Teamwork</td>
<td>Artificial Intelligence (AI), Business intelligence, Machine learning</td>
<td>SQL (Structured query language), Python, Microsoft Excel</td>
<td>Attention to detail, Fast-paced Setting, Flexibility</td>
<td>Saskatchewan Polytechnic, University of Regina, University of Saskatchewan</td>
</tr>
<tr>
<td>2253</td>
<td>Drafting technicians and technicians</td>
<td>Prepare engineering designs, drawings and related technical information.</td>
<td>$48,010 to $100,010</td>
<td>Teamwork, Communication skills, Organizational skills</td>
<td>English language, 3D design, Building Information Modeling (BIM)</td>
<td>Autodesk AutoCAD, Computer aided design (CAD) software, Autodesk Revit</td>
<td>Attention to detail, Fast-paced Setting, Work under pressure</td>
<td>Saskatchewan Polytechnic</td>
</tr>
<tr>
<td>2241</td>
<td>Electrical and electronics engineering technicians</td>
<td>Provide technical support in the design, development, testing, production and operation of electrical and electronic equipment and systems.</td>
<td>$49,920 to $96,510</td>
<td>Teamwork, Communication skills, Leadership</td>
<td>English language, Occupational Health and Safety Act, Budgeting</td>
<td>Autodesk AutoCAD, Microsoft Excel, Autodesk Revit</td>
<td>Attention to detail, Fast-paced Setting, Flexibility</td>
<td>Saskatchewan Polytechnic, University of Saskatchewan, University of Regina</td>
</tr>
<tr>
<td>2133</td>
<td>Electrical and electronics engineers</td>
<td>Design, plan, research, evaluate and test electrical and electronic equipment and systems.</td>
<td>$65,000 to $130,420</td>
<td>Communication skills, Troubleshooting, Leadership</td>
<td>English language, Occupational Health and Safety Act, Budgeting</td>
<td>Autodesk AutoCAD, Microsoft Excel, Autodesk Revit</td>
<td>Attention to detail, Fast-paced Setting, Flexibility</td>
<td>University of Regina, University of Saskatchewan</td>
</tr>
<tr>
<td>2242</td>
<td>Electronic service technicians (household and business equipment)</td>
<td>Service and repair household and business electronic equipment, such as audio and video systems, computers and peripheral equipment, office equipment and other consumer electronic equipment.</td>
<td>$32,240 to $79,370</td>
<td>Teamwork, Communication skills, Customer service</td>
<td>English language, Budgeting, Quality assurance</td>
<td>Autodesk AutoCAD, Microsoft Excel, Autodesk Revit</td>
<td>Attention to detail, Fast-paced Setting, Flexibility</td>
<td>Saskatchewan Polytechnic</td>
</tr>
<tr>
<td>2212</td>
<td>Geological and mineral technicians and technologists</td>
<td>Provide technical support in the fields of geology, mining, mineral engineering and mineral exploration.</td>
<td>$41,600 to $112,010</td>
<td>Customer service, Teamwork, Communication skills</td>
<td>English language</td>
<td>Microsoft Excel, Autodesk AutoCAD, Inventory control systems and software</td>
<td>Attention to detail, Fast-paced Setting</td>
<td>University of Regina, University of Saskatchewan</td>
</tr>
<tr>
<td>2113</td>
<td>Geoscientists and geographers</td>
<td>Geologists, geochimists and geophysicists conduct programs of exploration and research to locate, identify and extract hydrocarbon, mineral and groundwater resources and to address the impacts of human development on the environment.</td>
<td>$73,840 to $134,990</td>
<td>Communication skills, Teamwork, Leadership</td>
<td>Quality assurance, English language, Occupational Health and Safety Act</td>
<td>Microsoft Excel, Geoscientific Information Systems (GIS), 3D modeling</td>
<td>Flexibility, Attention to detail, Fast-paced Setting</td>
<td>University of Regina, University of Saskatchewan</td>
</tr>
<tr>
<td>2141</td>
<td>Industrial and manufacturing engineers</td>
<td>Develop programs to enhance efficiency and productivity in industrial production and manufacturing.</td>
<td>$61,260 to $130,000</td>
<td>Communication skills, Teamwork, Leadership</td>
<td>English language, Budgeting, Lean manufacturing</td>
<td>Computer aided design (CAD) software, Autodesk AutoCAD, Cloud computing, Microsoft Excel</td>
<td>Continuous Improvement, Fast-paced Setting, Flexibility</td>
<td>University of Regina, University of Saskatchewan</td>
</tr>
<tr>
<td>2243</td>
<td>Instrumentation and Control Technicians</td>
<td>Maintain, diagnose, calibrate and repair control instruments in commercial and industrial settings.</td>
<td>$55,470 to $110,240</td>
<td>Teamwork, Troubleshooting, Communication skills</td>
<td>English language</td>
<td>n.a.</td>
<td>Attention to detail, Fast-paced Setting, Flexibility</td>
<td>Saskatchewan Apprenticeship and Trade Certification Commission, Saskatchewan Polytechnic, Southwestern Institute of Technology, University of Regina</td>
</tr>
<tr>
<td>2171</td>
<td>Information systems analysts and consultants</td>
<td>Analyze system requirements, implement information systems plans, policies and procedures, and provide advice on a wide range of information systems issues.</td>
<td>$55,990 to $117,330</td>
<td>Communication skills, Teamwork, Project management</td>
<td>Business analysis, Business systems analysis, Information Systems</td>
<td>SQL (Structured query language), Analysis</td>
<td>Attention to detail, Fast-paced Setting, Flexibility</td>
<td>Saskatchewan Polytechnic, University of Saskatchewan</td>
</tr>
<tr>
<td>2263</td>
<td>Inspectors in public and environmental health and occupational health and safety</td>
<td>Investigate health and safety-related complaints; inspect restaurants, food processing and industrial establishments, hotels, municipal water systems and other workplaces.</td>
<td>$52,830 to $115,000</td>
<td>Communication skills, Teamwork, Leadership</td>
<td>Occupational Health and Safety Act, English language, First aid</td>
<td>Microsoft Word, Microsoft Excel, Microsoft PowerPoint</td>
<td>Attention to detail, Flexibility, Fast-paced Setting</td>
<td>Great Plains College, Saskatchewan Polytechnic, University of Regina, University of Saskatchewan</td>
</tr>
<tr>
<td>2154</td>
<td>Land surveyors</td>
<td>Conduct legal surveys to establish the location of property boundaries, construct and other natural or man-made features; prepare cross-sectional drawings, official plans, records and documents pertaining to surveys.</td>
<td>$40,000 to $135,200</td>
<td>Communication skills, Teamwork, Leadership</td>
<td>English language</td>
<td>Autodesk AutoCAD</td>
<td>Attention to detail</td>
<td>Saskatchewan Polytechnic, University of Regina, University of Saskatchewan</td>
</tr>
<tr>
<td>2225</td>
<td>Landscape Horticulturist</td>
<td>Grow plants; operate greenhouses, nurseries and garden centres; landscape plants and property.</td>
<td>$31,200 to $74,190</td>
<td>Communication skills, Customer service</td>
<td>English language, Occupational Health and Safety Act, First aid</td>
<td>Chainsaws, Lawn mowers, Chippers</td>
<td>Attention to detail, Flexibility, Fast-paced Setting</td>
<td>Saskatchewan Apprenticeship and Trade Certification Commission, Saskatchewan Polytechnic, Southwestern Institute of Technology, University of Regina</td>
</tr>
<tr>
<td>2232</td>
<td>Mechanical engineering technicians and technicians</td>
<td>Provide technical support in mechanical engineering fields, such as development and maintenance of machinery, components, tools, heating and ventilating systems, power generation and power conversion plants, manufacturing plants and equipment.</td>
<td>$52,620 to $116,480</td>
<td>Communication skills, Organizational skills</td>
<td>English language, 3D design, Occupational Health and Safety Act</td>
<td>Autodesk AutoCAD, Solidworks, Computer aided design (CAD) software</td>
<td>Attention to detail, Fast-paced Setting, Work under pressure</td>
<td>Lakeland College, Saskatchewan Indian Institute of Technologies, Saskatchewan Polytechnic, Southwestern Institute of Technology, University of Regina, University of Saskatchewan</td>
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</tbody>
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<tr>
<td>2132</td>
<td>Mechanical engineers</td>
<td>Research, design and develop machinery and systems for heating, ventilating and air conditioning, power generation, transportation, processing and manufacturing.</td>
<td>$57,990 to $120,640</td>
<td>Communication skills, Teamwork, Project management</td>
<td>English language, Budgeting, Quality assurance</td>
</tr>
<tr>
<td>2143</td>
<td>Mining engineers</td>
<td>Plan and design mines, mine facilities, systems and equipment; plan, organize and supervise the extraction of minerals and ores from underground or surface mines.</td>
<td>$80,000 to $167,000</td>
<td>Leadership</td>
<td>n.a.</td>
</tr>
<tr>
<td>2261</td>
<td>Non-destructive testers and inspection technicians</td>
<td>Operate a variety of testing equipment to detect differences in objects of various compositions and materials.</td>
<td>$37,440 to $99,940</td>
<td>Communication skills, Teamwork, Interpersonal skills</td>
<td>English language</td>
</tr>
<tr>
<td>2173</td>
<td>Software engineers and designers</td>
<td>Research, design, evaluate, integrate and maintain software applications, technical environments, operating systems, embedded software, information workstations and telecommunications software.</td>
<td>$41,600 to $124,030</td>
<td>Communication skills, Teamwork, Leadership</td>
<td>Agile Software Development, English language, Artificial Intelligence (AI)</td>
</tr>
<tr>
<td>2255</td>
<td>Technical occupations in geomatics and meteorology</td>
<td>Geomatics technologists and technicians gather, analyze, interpret and use geospatial information for applications in natural resources, geology, environmental research and land use planning. Meteorological technologists and technicians observe weather and atmospheric conditions, record, interpret, transmit and report on meteorological data, and provide weather information.</td>
<td>$10,620 to $207,860</td>
<td>Communication skills, Planning, Teamwork</td>
<td>Information Systems, English language, Quality assurance</td>
</tr>
<tr>
<td>2153</td>
<td>Urban and land use planners</td>
<td>Develop plans and recommend policies for managing the utilization of land, physical facilities and associated services for urban, rural and remote areas.</td>
<td>$29,080 to $94,890</td>
<td>Planning, Communication skills, Teamwork</td>
<td>English language, Budgeting, Forecasting</td>
</tr>
<tr>
<td>2282</td>
<td>User support technicians</td>
<td>Provide frontline technical support to computer users experiencing difficulties with computer hardware, applications and communications software.</td>
<td>$37,440 to $207,799</td>
<td>Customer service, Communication skills, Teamwork</td>
<td>English language, Transmission Control Protocol/Internet Protocol (TCP/IP), Information Technology Infrastructure Library (ITIL)</td>
</tr>
<tr>
<td>2175</td>
<td>Web designers and developers</td>
<td>Research, design, develop and produce internet and intranet sites.</td>
<td>$23,820 to $76,340</td>
<td>Teamwork, Communication skills, Organizational skills</td>
<td>English language, User Interface Design, Agile Software Development</td>
</tr>
</tbody>
</table>

### Health

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<tr>
<td>3213</td>
<td>Animal health technologists and veterinary technicians</td>
<td>Provide technical support to veterinarians by caring for animals and assisting in the diagnosis and treatment of animal health disorders.</td>
<td>$35,360 to $72,800</td>
<td>Teamwork, Customer service, Communication skills</td>
<td>English language</td>
</tr>
<tr>
<td>3141</td>
<td>Audiologists and speech-language pathologists</td>
<td>Audiologists diagnose, evaluate and treat hearing disorders. Speech-language pathologists diagnose, evaluate and treat speech, language and voice disorders.</td>
<td>$48,110 to $125,720</td>
<td>Communication skills, Teamwork, Interpersonal skills</td>
<td>English language, CPR, First aid</td>
</tr>
<tr>
<td>3411</td>
<td>Dental assistants</td>
<td>Assist dentists, dental hygienists, and dental therapists to provide dental care in private dental practices or various community-based settings. You will perform many roles, from chair-side assisting to client education to offer coordination.</td>
<td>$47,840 to $107,920</td>
<td>Teamwork, Communication skills, Time management</td>
<td>English language, Occupational Health and Safety, CPR</td>
</tr>
<tr>
<td>3222</td>
<td>Dental hygienists and dental therapists</td>
<td>As a dental hygienist you will provide dental hygiene treatment and education related to the prevention of oral health diseases and disorders. As a dental therapist you will carry out basic dental treatment related to the prevention and treatment of oral health disorders and diseases.</td>
<td>$76,960 to $107,790</td>
<td>Teamwork, Communication skills, Interpersonal skills, Problem solving</td>
<td>English language, CPR, First aid</td>
</tr>
<tr>
<td>3312</td>
<td>Dietitians and nutritionists</td>
<td>Plan, implement and oversee nutrition and food service programs in a variety of settings, including hospitals, extended care facilities, community health centres, food and beverage industry, pharmaceutical industry, educational institutions, government and sports organizations.</td>
<td>$52,000 to $86,170</td>
<td>Communication skills, Teamwork, Planning</td>
<td>English language, CPR, Business intelligence</td>
</tr>
<tr>
<td>3233</td>
<td>Licensed practical nurses</td>
<td>Provide nursing care in acute care, long-term care and community settings in an independent and inter-departmental role in collaboration with all members of the healthcare team.</td>
<td>$60,320 to $77,250</td>
<td>Communication skills, Teamwork, Interprofessional skills, Problem solving</td>
<td>CPR, English language, First aid</td>
</tr>
<tr>
<td>3212</td>
<td>Medical laboratory technologists and pathologists’ assistants</td>
<td>Medical laboratory technologists conduct routine medical laboratory tests and set up, clean and maintain medical laboratory equipment. Pathologists’ assistants assist at autopsies and examinations of surgical specimens.</td>
<td>$41,600 to $95,310</td>
<td>Communication skills, Teamwork, Customer service</td>
<td>Quality assurance, English language, Occupational Health and Safety</td>
</tr>
<tr>
<td>3211</td>
<td>Medical laboratory technologists</td>
<td>Conduct medical laboratory tests, experiments and analysis to assist in diagnosis, treatment and prevention of disease.</td>
<td>$49,170 to $93,600</td>
<td>Communication skills, Teamwork, Decision-making</td>
<td>Quality assurance, English language, Occupational Health and Safety</td>
</tr>
<tr>
<td>3215</td>
<td>Medical radiation technologists</td>
<td>Operate radiographic and radiation therapy equipment to administer treatment and produce images of body structures for use in the diagnosis and treatment of injury and disease.</td>
<td>$62,400 to $87,300</td>
<td>Communication skills, Decision-making, Interpersonal skills</td>
<td>CPR, Information Systems, English language</td>
</tr>
<tr>
<td>3413</td>
<td>Nurse aides, orderlies and patient service associates</td>
<td>Assist nurses, hospital staff and physicians in the care of patients.</td>
<td>$32,910 to $49,920</td>
<td>Communication skills, Teamwork, Organizational skills</td>
<td>CPR, English language, First aid</td>
</tr>
</tbody>
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</tr>
</thead>
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<tr>
<td>4153</td>
<td>Family, marriage and other related counsellors</td>
<td>Assist individuals and groups to identify, understand and overcome personal problems and achieve personal objectives.</td>
<td>$40,560 to $48,570</td>
<td>Communication skills, Teamwork, Planning,</td>
<td>English language, First aid, CPR, Microsoft Word, Microsoft Excel, Microsoft Outlook</td>
<td>Flexibility, Work pressure, First-past Setting</td>
</tr>
<tr>
<td>4312</td>
<td>Firefighters</td>
<td>Carry out firefighting and fire prevention activities; assist in other emergencies.</td>
<td>$42,400 to $107,910</td>
<td>Teamwork, Leadership, Communication skills,</td>
<td>First aid, CPR, English language, n.a., n.a.</td>
<td>n.a.</td>
</tr>
<tr>
<td>4165</td>
<td>Health policy researchers, consultants and program officers</td>
<td>Conduct research, produce reports and administer health care policies and programs for government departments and agencies, community agencies, educational and research institutes, professional associations, non-governmental and international organizations.</td>
<td>$44,990 to $112,010</td>
<td>Communication skills, Teamwork, Leadership,</td>
<td>English language, Budgeting, First aid, Microsoft Excel, Microsoft PowerPoint, Microsoft Word</td>
<td>Flexibility, Team-setting, Attention to detail</td>
</tr>
<tr>
<td>4411</td>
<td>Home child care providers</td>
<td>Provide ongoing or short-term child care; assist parents with child care and household duties.</td>
<td>$23,820 to $41,600</td>
<td>Organizational skills, Interpersonal skills, Communication skills,</td>
<td>English language, First aid, CPR, Baby bottle, Diapers</td>
<td>Flexibility, Self-starter / Self-motivated, Work under pressure</td>
</tr>
<tr>
<td>4412</td>
<td>Home support workers, housekeepers and related occupations/ Disability support worker</td>
<td>Home support workers provide personal care and companionship to seniors, persons with disabilities and convalescent clients in their own homes. Homecaregivers perform housekeeping and other home management duties in private households and other non-institutional, residential settings.</td>
<td>$27,040 to $52,000</td>
<td>Communication skills, Teamwork, Interpersonal skills,</td>
<td>English language, First aid, CPR, n.a.</td>
<td>Flexibility, Self-starter / Self-motivated, Work under pressure</td>
</tr>
<tr>
<td>4312</td>
<td>Lawyers and Quebec notaries</td>
<td>Advise clients on legal matters, plead cases or conduct prosecutions in courts of law, represent clients and draw up legal documents, such as contracts and wills.</td>
<td>$24,170 to $190,370</td>
<td>Communication skills, Teamwork, Interpersonal skills, Organizational skills,</td>
<td>English language, Risk management, Corporate law, Microsoft Excel, Microsoft PowerPoint, Microsoft Word</td>
<td>Flexibility, Team-setting, Attention to detail</td>
</tr>
<tr>
<td>4161</td>
<td>Natural and applied science policy researchers, consultants and program officers</td>
<td>Conduct research, produce reports, provide advice and administer programs in areas related to the natural and applied sciences.</td>
<td>$53,000 to $109,990</td>
<td>Communication skills, Teamwork, Leadership,</td>
<td>English language, Occupational Health and Safety Act, Budgeting, Microsoft Excel, Microsoft PowerPoint</td>
<td>Flexibility, Attention to detail</td>
</tr>
<tr>
<td>4313</td>
<td>Non-commissioned ranks of the Canadian Forces</td>
<td>Duties may include engaging in skills and other training in preparation for peacekeeping, combat and natural disasters; operating armored vehicles, artillery, hand-held weapons and other military combat equipment and defense systems; policy and protecting Canadian water, land, airspace and other interests.</td>
<td>$48,170 to $97,360</td>
<td>Leadership, n.a., n.a., n.a.</td>
<td>n.a.</td>
<td>n.a.</td>
</tr>
<tr>
<td>4211</td>
<td>Legal assistant and related occupations</td>
<td>Legal assistants prepare legal documents, maintain records and files and conduct research to assist lawyers or other legal professionals. Notaries public administer oaths, take affidavits, sign legal documents and perform other activities according to the limitations of their appointment.</td>
<td>$41,600 to $79,040</td>
<td>Communication skills, Teamwork, Interpersonal skills, Organizational skills,</td>
<td>English language, Corporate law, Office administration, Microsoft Word, Microsoft Excel, Microsoft PowerPoint, Microsoft Outlook</td>
<td>Attention to detail, First-past Setting, Self-starter / Self-motivated</td>
</tr>
<tr>
<td>4311</td>
<td>Police officers (except commissioned)</td>
<td>Protect the public, detect and prevent crime, perform other activities directed at maintaining law and order.</td>
<td>$54,160 to $114,400</td>
<td>Communication skills, Teamwork, Interpersonal skills, Organizational skills,</td>
<td>First aid, CPR, Microsoft Excel, Microsoft Outlook, Microsoft Word</td>
<td>n.a.</td>
</tr>
<tr>
<td>4012</td>
<td>Post-secondary teaching and research assistants</td>
<td>Assist with teaching and research activities at universities and colleges.</td>
<td>$25,000 to $82,970</td>
<td>Communication skills, Teaching and Training, Teamwork,</td>
<td>English language, First aid, Occupational Health and Safety Act, Microsoft Excel, Oracle Learning Management</td>
<td>Flexibility, Attention to detail, First-past Setting</td>
</tr>
<tr>
<td>4155</td>
<td>Probation and parole officers and related occupations</td>
<td>Probation officers monitor the conduct and behaviour of criminal offenders serving probation terms. Parole officers monitor the reintegration of criminal offenders serving the remainder of their sentences while conditionally released into the community on parole.</td>
<td>$60,320 to $95,990</td>
<td>Communication skills, Teamwork, Interpersonal skills, Organizational skills,</td>
<td>First aid, English language, CPR, Microsoft Word, Microsoft Excel, Microsoft PowerPoint</td>
<td>Flexibility, Self-starter / Self-motivated, Attention to detail</td>
</tr>
<tr>
<td>4154</td>
<td>Professional occupations in religion</td>
<td>Conduct religious services, administer the rites of a religious faith or denomination, provide spiritual and moral guidance and perform other functions associated with the practice of a religion.</td>
<td>$29,760 to $80,000</td>
<td>Communication skills, Teamwork, Interpersonal skills, Organizational skills,</td>
<td>English language, n.a.</td>
<td>Flexibility, Self-starter / Self-motivated</td>
</tr>
<tr>
<td>4168</td>
<td>Program officers unique to government</td>
<td>Play a role in the administration and operation of government institutions, such as Parliament; participate in activities unique to the operation of government, such as international relations, federal/provincial affairs, elections and tribunals.</td>
<td>$49,130 to $121,910</td>
<td>Leadership, Communication skills, Budgeting, Planning,</td>
<td>English language, Budgeting</td>
<td>Microsoft Excel</td>
</tr>
<tr>
<td>4151</td>
<td>Psychologists</td>
<td>Diagnose psychological and emotional disorders, counsel clients, provide therapy, research and apply theory relating to behavior and mental processes.</td>
<td>$60,420 to $130,290</td>
<td>Communication skills, Teamwork, Planning,</td>
<td>English language, Business intelligence, Office administration, Microsoft Word, Microsoft Excel, Microsoft PowerPoint</td>
<td>Flexibility, Attention to detail, First-past Setting</td>
</tr>
<tr>
<td>4167</td>
<td>Recreation, sports and fitness policy researchers, consultants and program officers</td>
<td>Develop and administer recreation, sports and physical fitness programs and activities; provide counseling or other leisure programming.</td>
<td>$43,800 to $68,790</td>
<td>Communication skills, Leadership, Planning,</td>
<td>First aid, English language, CPR, Microsoft Excel, Microsoft Word, Microsoft Outlook</td>
<td>Flexibility, Self-starter / Self-motivated, Fast-past Setting</td>
</tr>
<tr>
<td>4212</td>
<td>Social and community service workers/ Youth Care Worker</td>
<td>Administer and implement a variety of social assistance programs and community services; assist clients in dealing with personal and social problems.</td>
<td>$31,200 to $68,850</td>
<td>Communication skills, Teamwork, Interpersonal skills, Organizational skills,</td>
<td>English language, First aid, CPR, Microsoft Word, Microsoft Excel, Microsoft PowerPoint</td>
<td>Flexibility, Self-starter / Self-motivated, Work under pressure</td>
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<td>7371</td>
<td>Mobile and Tower Crane operators</td>
<td>Operate various types of hoisting equipment to move, place and position items.</td>
<td>$52,000 to $87,360</td>
<td>$78,360</td>
<td>Teamwork, Communication skills, Customer service</td>
<td>English language, First aid, Occupational Health and Safety Act, Tower cranes, Forklifts, Overhead cranes, Attention to detail, Work under pressure, Flexibility</td>
</tr>
<tr>
<td>7354</td>
<td>Delivery and courier service drivers</td>
<td>Drive automobiles, vans and light trucks to pick up and deliver products. May require Class 1A or Class 1B driver’s license.</td>
<td>$23,820 to $60,120</td>
<td>$77,520</td>
<td>Customer service, Teamwork, Communication skills</td>
<td>English language, Occupational Health and Safety Act, Forklifts, Flexibility, Fast-paced Setting, Attention to detail</td>
</tr>
<tr>
<td>7244</td>
<td>Powerline Technician</td>
<td>Construct and maintain overhead and underground power lines and related equipment.</td>
<td>$41,600 to $96,350</td>
<td>$74,350</td>
<td>Teamwork, Communication skills, Troubleshooting</td>
<td>Occupational Health and Safety Act, English language, Troubleshooting, Attention to detail, Flexibility, Continuous Improvement</td>
</tr>
<tr>
<td>7241</td>
<td>Construction electricians</td>
<td>Install, repair, test and maintain wiring, controls, motors and other electrical devices in both the industrial and construction sectors.</td>
<td>$37,440 to $92,040</td>
<td>$75,440</td>
<td>Teamwork, Communication skills, Leadership</td>
<td>English language, Occupational Health and Safety Act, Power tools, HVN, Generators, Flexibility, Fast-paced Setting, Self-starter / Self-motivated, Attention to detail</td>
</tr>
<tr>
<td>7292</td>
<td>Glaziers</td>
<td>Cut, install and replace glass in residential, commercial and industrial buildings, on exterior building walls, in furniture and in other products.</td>
<td>$34,840 to $58,240</td>
<td>$65,240</td>
<td>Teamwork, Customer service, Communication skills</td>
<td>English language, Occupational Health and Safety Act, Scaffolding, Hook equipment and devices, Swing stages, Flexibility, Attention to detail</td>
</tr>
<tr>
<td>7351</td>
<td>Mobile and Tower Crane operators</td>
<td>Operate various types of hoisting equipment to move, place and position items.</td>
<td>$52,000 to $87,360</td>
<td>$78,360</td>
<td>Teamwork, Communication skills, Customer service</td>
<td>English language, First aid, Occupational Health and Safety Act, Tower cranes, Forklifts, Overhead cranes, Attention to detail, Work under pressure, Flexibility</td>
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<td>Drive automobiles, vans and light trucks to pick up and deliver products. May require Class 1A or Class 1B driver’s license.</td>
<td>$23,820 to $60,120</td>
<td>$77,520</td>
<td>Customer service, Teamwork, Communication skills</td>
<td>English language, Occupational Health and Safety Act, Forklifts, Flexibility, Fast-paced Setting, Attention to detail</td>
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<td>Powerline Technician</td>
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<td>$74,350</td>
<td>Teamwork, Communication skills, Troubleshooting</td>
<td>Occupational Health and Safety Act, English language, Troubleshooting, Attention to detail, Flexibility, Continuous Improvement</td>
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<td>7241</td>
<td>Construction electricians</td>
<td>Install, repair, test and maintain wiring, controls, motors and other electrical devices in both the industrial and construction sectors.</td>
<td>$37,440 to $92,040</td>
<td>$75,440</td>
<td>Teamwork, Communication skills, Leadership</td>
<td>English language, Occupational Health and Safety Act, Power tools, HVN, Generators, Flexibility, Fast-paced Setting, Self-starter / Self-motivated, Attention to detail</td>
</tr>
<tr>
<td>7292</td>
<td>Glaziers</td>
<td>Cut, install and replace glass in residential, commercial and industrial buildings, on exterior building walls, in furniture and in other products.</td>
<td>$34,840 to $58,240</td>
<td>$65,240</td>
<td>Teamwork, Customer service, Communication skills</td>
<td>English language, Occupational Health and Safety Act, Scaffolding, Hook equipment and devices, Swing stages, Flexibility, Attention to detail</td>
</tr>
<tr>
<td>7351</td>
<td>Mobile and Tower Crane operators</td>
<td>Operate various types of hoisting equipment to move, place and position items.</td>
<td>$52,000 to $87,360</td>
<td>$78,360</td>
<td>Teamwork, Communication skills, Customer service</td>
<td>English language, First aid, Occupational Health and Safety Act, Tower cranes, Forklifts, Overhead cranes, Attention to detail, Work under pressure, Flexibility</td>
</tr>
<tr>
<td>7354</td>
<td>Delivery and courier service drivers</td>
<td>Drive automobiles, vans and light trucks to pick up and deliver products. May require Class 1A or Class 1B driver’s license.</td>
<td>$23,820 to $60,120</td>
<td>$77,520</td>
<td>Customer service, Teamwork, Communication skills</td>
<td>English language, Occupational Health and Safety Act, Forklifts, Flexibility, Fast-paced Setting, Attention to detail</td>
</tr>
<tr>
<td>7244</td>
<td>Powerline Technician</td>
<td>Construct and maintain overhead and underground power lines and related equipment.</td>
<td>$41,600 to $96,350</td>
<td>$74,350</td>
<td>Teamwork, Communication skills, Troubleshooting</td>
<td>Occupational Health and Safety Act, English language, Troubleshooting, Attention to detail, Flexibility, Continuous Improvement</td>
</tr>
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<td>English language, Occupational Health and Safety Act, Power tools, HVN, Generators, Flexibility, Fast-paced Setting, Self-starter / Self-motivated, Attention to detail</td>
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Job May Require Apprenticeship Training
<table>
<thead>
<tr>
<th>NOC Code</th>
<th>Job Title</th>
<th>Job Description</th>
<th>Prevaling Wage Range</th>
<th>Annual Estimates</th>
<th>Most Common Work Requirements</th>
<th>Skills</th>
<th>Knowledge</th>
<th>Tools &amp; Technology</th>
<th>Other Work Requirements</th>
<th>Training and Education Routes</th>
</tr>
</thead>
<tbody>
<tr>
<td>7621</td>
<td>Public works and maintenance labourers</td>
<td>Perform a variety of labour activities to maintain sidewalks, streets, roads and similar areas for public works departments or private contractors.</td>
<td>$32,240 to $57,990</td>
<td>Teamwork, Communication skills, Leadership</td>
<td>English language, Occupational Health and Safety Act, First aid</td>
<td>Lawn mowers</td>
<td>Flexibility, Attention to detail, Fast-paced Setting</td>
<td>On The Job Training</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7522</td>
<td>Public works maintenance equipment operators and related workers</td>
<td>Operate vehicles and equipment to maintain streets, highways and sewer systems; operate trucks to collect garbage and recyclable materials. Includes workers who clear vegetation close to power lines, inspect the condition of utility poles and locate underground utility lines and pipes.</td>
<td>$37,340 to $60,320</td>
<td>Teamwork, Communication skills, Leadership</td>
<td>English language, Occupational Health and Safety Act, Supply chain management</td>
<td>Excavators, Snow removal equipment, Forklifts</td>
<td>Attention to detail, Flexibility, Self-starter / Self-motivated</td>
<td>On The Job Training</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7622</td>
<td>Railway and motor transport labourers</td>
<td>Perform a variety of tasks to assist track maintenance workers, railway yard workers or motor transport operators.</td>
<td>$32,200 to $62,250</td>
<td>Teamwork, Customer service, Communication skills</td>
<td>English language, Occupational Health and Safety Act, First aid</td>
<td>Forklifts</td>
<td>Flexibility, Fast-paced Setting, Self-starter / Self-motivated</td>
<td>On The Job Training</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7361</td>
<td>Railway and yard locomotive engineers</td>
<td>Operate railway locomotives to transport passengers and freight; operate locomotives within railway and industrial yards.</td>
<td>$35,570 to $112,010</td>
<td>Teamwork, Communication skills, Decision-Making</td>
<td>n.a.</td>
<td>Track switches, Uncoupling levers</td>
<td>Flexibility</td>
<td>On The Job Training</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7362</td>
<td>Railway conductors and brakemen/ women</td>
<td>Conduct co-ordinate and supervise the activities of passenger and freight train crew members. Brake men check train brakes and other systems/ equipment and assist railway conductors with activities enroute.</td>
<td>$39,520 to $95,990</td>
<td>Teamwork, Communication skills, Decision-Making</td>
<td>n.a.</td>
<td>Track switches, Uncoupling levers</td>
<td>Flexibility</td>
<td>On The Job Training</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7531</td>
<td>Railway yard and track maintenance workers</td>
<td>Yard workers regulate yard traffic, couple and uncouple trains and perform related yard activities. Track maintenance workers operate machines and equipment to lay, maintain and repair railway tracks.</td>
<td>$48,570 to $72,800</td>
<td>Teamwork, Customer service, Communication skills</td>
<td>English language, Occupational Health and Safety Act</td>
<td>Forklifts</td>
<td>Fast-paced Setting, Attention to detail, Flexibility</td>
<td>On The Job Training</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7313</td>
<td>Refrigeration and air conditioning mechanics</td>
<td>Install and maintain primary and secondary refrigeration and cooling systems in commercial and industrial settings. You may be licensed as a gasfitter.</td>
<td>$41,600 to $110,260</td>
<td>Teamwork, Communication skills, Customer service</td>
<td>Customer service, Troubleshooting</td>
<td>English language, Occupational Health and Safety Act</td>
<td>HVAC, Air conditioning systems, Refrigeration systems</td>
<td>Attention to detail, Fast-paced Setting, Self-starter / Self-motivated, Flexibility</td>
<td>Saskatchewan Apprenticeship and Trade Certification Commission, Saskatchewan Polytechnic</td>
<td></td>
</tr>
<tr>
<td>7441</td>
<td>Residential and commercial installers and services</td>
<td>Install and service a wide variety of interior and exterior prefabricated products, such as windows, doors, electrical appliances, water heaters, fences, play structures and optic and irrigation systems at residential, commercial or institutional properties.</td>
<td>$31,400 to $70,720</td>
<td>Teamwork, Customer service, Communication skills</td>
<td>English language, First aid, Occupational Health and Safety Act</td>
<td>Power tools, Scaffolding, HVAC</td>
<td>Attention to detail, Fast-paced Setting, Flexibility</td>
<td>On The Job Training</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7291</td>
<td>Roofers</td>
<td>Install and maintain various types of roofs using a variety of covering materials.</td>
<td>$37,440 to $65,540</td>
<td>Teamwork, Communication skills, Customer service</td>
<td>English language, Occupational Health and Safety Act, First aid</td>
<td>Power tools, Scaffolding, HRM Direct</td>
<td>Fast-paced Setting, Work under pressure, Flexibility</td>
<td>Saskatchewan Apprenticeship and Trade Certification Commission, Saskatchewan Polytechnic</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7233</td>
<td>Short metal workers</td>
<td>Use ten-gauge or lighter metal to make and repair products and building claddings.</td>
<td>$41,620 to $88,600</td>
<td>Teamwork, Communication skills, Customer service</td>
<td>English language, Occupational Health and Safety Act, First aid</td>
<td>HVAC, Power tools, Rigging equipment</td>
<td>Attention to detail, Fast-paced Setting, Flexibility</td>
<td>Saskatchewan Apprenticeship and Trade Certification Commission, Saskatchewan Polytechnic</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7252</td>
<td>Steamfitters, pipelayers and sprinkler fitters</td>
<td>Steamfitters and pipelayers install and repair low/high pressure piping systems and their components, including heating and processing applications. They may be licensed as gasfitters. Sprinkler fitters install, test and repair fixed fire suppression systems.</td>
<td>$35,250 to $93,700</td>
<td>Teamwork, Communication skills, Leadership</td>
<td>English language, Occupational Health and Safety Act, Budgeting</td>
<td>Power tools, Welding equipment</td>
<td>Attention to detail, Fast-paced Setting, Flexibility</td>
<td>North-West College, Saskatchewan Apprenticeship and Trade Certification Commission, Saskatchewan Polytechnic</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7235</td>
<td>Metal Fabricator (Fitter)</td>
<td>Design, fabricate, cut and assemble structural steel, plate and miscellaneous metals.</td>
<td>$37,860 to $77,480</td>
<td>Teamwork, Communication skills, Decision-Making</td>
<td>English language, Occupational Health and Safety Act</td>
<td>Forklifts, Shears, Power tools</td>
<td>Attention to detail, Fast-paced Setting, Self-starter / Self-motivated</td>
<td>Saskatchewan Apprenticeship and Trade Certification Commission, Saskatchewan Polytechnic</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7513</td>
<td>Taxi and limousine drivers and chauffeurs</td>
<td>Taxi and limousine drivers transport passengers for taxi and transportation companies; chauffeurs transport individuals for businesses, governments and private families.</td>
<td>$32,820 to $52,000</td>
<td>Teamwork, Communication skills, Customer service</td>
<td>English language</td>
<td>n.a.</td>
<td>Flexibility, Attention to detail, Fast-paced Setting</td>
<td>On The Job Training</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7246</td>
<td>Telecommunications installation and repair workers</td>
<td>Install and maintain telephones, telephone switching and other telecommunications equipment.</td>
<td>$37,440 to $80,560</td>
<td>Teamwork, Customer service, Communication skills</td>
<td>English language</td>
<td>Power tools</td>
<td>Attention to detail, Fast-paced Setting, Self-starter / Self-motivated</td>
<td>Saskatchewan Polytechnic</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7511</td>
<td>Transport truck drivers</td>
<td>Operate heavy trucks to transport goods and materials over urban, interurban, provincial and international routes.</td>
<td>$34,780 to $72,800</td>
<td>Teamwork, Customer service, Communication skills</td>
<td>English language, Occupational Health and Safety Act, Business intelligence</td>
<td>Global positioning system GPS software, Navigation equipment, Forklifts</td>
<td>Attention to detail, Fast-paced Setting, Flexibility</td>
<td>Carlton Trail College, Cumberland College, Lakeland College</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7442</td>
<td>Waterworks and gas maintenance workers</td>
<td>Maintain equipment and facilities at water filtration &amp; distribution plants and waste treatment plants; perform routine maintenance on exterior and underground gas mains and distribution lines.</td>
<td>$45,760 to $85,280</td>
<td>Customer service, Communication skills</td>
<td>English language</td>
<td>n.a.</td>
<td>n.a.</td>
<td>On The Job Training</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7237</td>
<td>Welders and related machine operators</td>
<td>Join metals and plastics together using various welding methods and equipment; primarily MIG and flux core welding processes.</td>
<td>$41,600 to $89,440</td>
<td>Teamwork, Communication skills, Organizational skills</td>
<td>English language, Occupational Health and Safety Act, Quality assurance</td>
<td>Welding equipment, Soldering equipment and machines, Shears</td>
<td>Attention to detail, Fast-paced Setting, Flexibility</td>
<td>Carlton Trail College, Cumberland College, Great Plains College, Lakeland College, North-West College, Pocatello College, Saskatchewan Apprenticeship and Trade Certification Commission, Saskatchewan Indian Institute of Technologies, Saskatchewan Polytechnic, Southeast College</td>
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*Job May Require Apprenticeship Training*
Natural Resources, Agriculture and Related Production

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<tr>
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<th>Job Title</th>
<th>Job Description</th>
<th>Prevailing Wage Range</th>
<th>最常工作要求</th>
<th>Skills</th>
<th>Knowledge</th>
<th>Tools &amp; Technology</th>
<th>Other Work Requirements</th>
<th>Training and Education Routes</th>
</tr>
</thead>
<tbody>
<tr>
<td>8252</td>
<td>Pork Production Technician</td>
<td>Agricultural service contractors provide agricultural services, such as livestock and poultry breeding, soil preparation, crop planting, crop spraying, calving or harvesting. Farm supervisors oversee farm workers and harvesting laborers. Specialized livestock workers carry out breeding, health and breeding programs on livestock farms.</td>
<td>$29,990 to $74,880</td>
<td>Transfer, Organizational skills, Communication skills</td>
<td>English language, Occupational Health and Safety Act, First Aid</td>
<td>n.a.</td>
<td>Attention to detail, Fast-paced Setting, Work under pressure</td>
<td>On the Job Training</td>
<td></td>
</tr>
<tr>
<td>8421</td>
<td>Chain saw and skidder operators</td>
<td>Operate chainsaws to fell, debark and tie trees; operate skidders to move felled trees for processing and transportation.</td>
<td>$31,200 to $70,720</td>
<td>Teamwork</td>
<td>English language</td>
<td>n.a.</td>
<td>n.a.</td>
<td>Saskatchewan Indian Institute of Technologies</td>
<td></td>
</tr>
<tr>
<td>8422</td>
<td>Contractors and supervisors, oil and gas drilling and services</td>
<td>Supervise and co-ordinate the activities of workers engaged in drilling for oil and gas, operating service rigs or providing oil and gas well services.</td>
<td>$44,910 to $128,000</td>
<td>Communication skills, Leadership, Interpersonal skills</td>
<td>English language, Occupational Health and Safety Act</td>
<td>n.a.</td>
<td>n.a.</td>
<td>University of Regina</td>
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</tr>
<tr>
<td>8431</td>
<td>General farm workers</td>
<td>Plant, cultivate and harvest crops; raise livestock and poultry, maintain and repair farm equipment and buildings.</td>
<td>$26,400 to $63,000</td>
<td>Teamwork, Customer service skills, Organizational skills</td>
<td>English language, Occupational Health and Safety Act, Business intelligence</td>
<td>Forklifts</td>
<td>Fast-paced Setting, Attention to detail, Work under pressure</td>
<td>Carlton Trail College, Cumberland College, Great Plains College, Lakeland College, Parkland College, Saskatchewan Polytechnic, Southeast College</td>
<td></td>
</tr>
<tr>
<td>8612</td>
<td>Landscaping and grounds maintenance labourers</td>
<td>Assist in the construction of landscapes and related structures; maintain lawns, gardens, athletic fields, golf courses, cemeteries, parks, landscaped interiors and other landscaped areas.</td>
<td>$24,960 to $54,080</td>
<td>Teamwork, Communication skills, Organizational skills</td>
<td>English language, Occupational Health and Safety Act</td>
<td>Lawn mowers, Power tools, Excavator</td>
<td>Attention to detail, Forklifts, Flexibility</td>
<td>On the Job Training</td>
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</tr>
<tr>
<td>8616</td>
<td>Logging and forestry labourers</td>
<td>Perform a variety of manual tasks, such as attaching choker cables to logs, planting trees, clearing brush, spraying chemicals, clearing up burning areas and assisting other workers.</td>
<td>$29,120 to $69,680</td>
<td>Teamwork</td>
<td>English language</td>
<td>n.a.</td>
<td>Attention to detail, Forklifts, Flexibility</td>
<td>Saskatchewan Polytechnic</td>
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</tr>
<tr>
<td>8641</td>
<td>Mine labourers</td>
<td>Carry out general labour duties to assist in the extraction of coal, minerals and ore, and in other services in support of mining operations.</td>
<td>$43,680 to $64,480</td>
<td>Teamwork, Communication skills, Organizational skills</td>
<td>English language, First aid</td>
<td>n.a.</td>
<td>Attention to detail, Forklifts, Flexibility, Work under pressure</td>
<td>Saskatchewan Indian Institute of Technologies</td>
<td></td>
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<tr>
<td>8614</td>
<td>Mine labourers</td>
<td>Carry out general labour duties to operate equipment to assist in drilling and servicing of oil and gas wells.</td>
<td>$41,290 to $72,800</td>
<td>Teamwork, Communication skills</td>
<td>First aid, English language</td>
<td>n.a.</td>
<td>Attention to detail, Fast-paced Setting</td>
<td>Great Plains College, Lakeland College, Parkland College, Southeast College</td>
<td></td>
</tr>
<tr>
<td>8620</td>
<td>Rig Technician</td>
<td>Rig technicians control rig set up and demolition, control the operation of drilling and hoisting equipment on drilling and service rigs, and direct the activities of the rig crew under the supervision of the rig manager.</td>
<td>$47,840 to $104,000</td>
<td>Communication skills, Teamwork</td>
<td>English language, Occupational Health and Safety Act</td>
<td>n.a.</td>
<td>n.a.</td>
<td>Laurentide College, Parkland College, Southeast College</td>
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</tr>
<tr>
<td>8420</td>
<td>Oil and gas well drilling and related workers and services operators</td>
<td>Operate or assist in the operation of drilling rig machinery as intermediate members of a rig crew. Drive trucks and operate specialized hydraulic pumping systems to place cement in wells or to treat wells to stimulate production.</td>
<td>$52,000 to $91,000</td>
<td>Teamwork, Communication skills</td>
<td>First aid, English language</td>
<td>n.a.</td>
<td>University of Regina</td>
<td></td>
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<tr>
<td>8421</td>
<td>Supervisors, mining and quarrying</td>
<td>Supervise or co-ordinate the activities of workers engaged in underground and surface mining operations and quarries.</td>
<td>$52,000 to $125,010</td>
<td>Communication skills, Leadership, Planning</td>
<td>English language, Occupational Health and Safety Act</td>
<td>n.a.</td>
<td>n.a.</td>
<td>University of Regina</td>
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</tr>
<tr>
<td>8621</td>
<td>Underground production and development miners</td>
<td>Drill, blast, operate mining machinery and perform related duties to extract minerals in underground mines and to construct tunnels, passageways and shafts to facilitate mining operations.</td>
<td>$52,000 to $104,000</td>
<td>Teamwork, Decision Making, Leadership</td>
<td>Occupational Health and Safety Act, First aid, English language</td>
<td>Forklifts</td>
<td>Attention to detail, Fast-paced Setting</td>
<td>Northlands College, Saskatchewan Polytechnic</td>
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</tbody>
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Processing, Manufacturing & Utilities

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<tr>
<td>9231</td>
<td>Central control and process operators, mineral and metal processing</td>
<td>Operate and monitor multifunction process control machinery and equipment to control the processing of minerals, ores, metals or cement.</td>
<td>$72,800 to $102,960</td>
<td>Teamwork, Communication skills, Troubleshooting</td>
<td>English language, Occupational Health and Safety Act, Current Good Manufacturing Practice (GMP/GMP)</td>
<td>Forklifts, Packaging machines</td>
<td>Attention to detail, Fast-paced Setting, Flexibility</td>
<td>Saskatchewan Indian Institute of Technologies, Saskatchewan Polytechnic</td>
<td></td>
</tr>
<tr>
<td>9414</td>
<td>Concrete, clay and stone forming operators</td>
<td>Cast and finish concrete products, operate machines to extrude, marble, press and bake clay products, and operate machines to form, cut and finish stone products.</td>
<td>$37,440 to $63,790</td>
<td>Teamwork, Communication skills, Leadership</td>
<td>English language, Blueprint Reading, Occupational Health and Safety Act</td>
<td>Forklifts</td>
<td>Attention to detail, Fast-paced Setting</td>
<td>On The Job Training</td>
<td></td>
</tr>
<tr>
<td>9523</td>
<td>Electronics assemblers, fabricators, inspectors and testers</td>
<td>Assemble, repair and test circuit boards and other electronic components.</td>
<td>$37,440 to $75,000</td>
<td>Teamwork, Communication skills, Organizational skills</td>
<td>English language, Pressure / PCB (Printed Circuit Board / Assembly)</td>
<td>Power tools, Soldering equipment and machines, Microsoft Excel</td>
<td>Attention to detail, Fast-paced Setting</td>
<td>Saskatchewan Apprenticeship and Trade Certification Commission, Saskatchewan Polytechnic, SEN Systems</td>
<td></td>
</tr>
<tr>
<td>9536</td>
<td>Industrial painters, cutters and metal finishing process operators</td>
<td>Use machines or brushes and spray equipment to apply paint, varnish, lacquer or other non-metallic protective and decorative coatings to surfaces of various products. Metal finishing process operators use equipment to deposit metallic substances on surfaces to provide decorative, protective and functional finishes.</td>
<td>$34,320 to $63,960</td>
<td>Teamwork, Communication skills, Organizational skills</td>
<td>English language, Occupational Health and Safety Act</td>
<td>Spray guns, Forklifts, Micrometers</td>
<td>Attention to detail, Fast-paced Setting, Flexibility</td>
<td>On The Job Training</td>
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*Job May Require Apprenticeship Training*
<table>
<thead>
<tr>
<th>NOC CODE</th>
<th>JOB TITLE</th>
<th>JOB DESCRIPTION</th>
<th>PREVAILING WAGE RANGE, ANNUAL ESTIMATES</th>
<th>MOST COMMON WORK REQUIREMENTS</th>
<th>TRAINING AND EDUCATION ROUTES</th>
</tr>
</thead>
<tbody>
<tr>
<td>9461</td>
<td>Metalworking and forging machine operators</td>
<td>Operate multi-function process control machinery or single function machines to process and package food and beverage products.</td>
<td>$38,480 to $56,560</td>
<td>Teamwork, Communication skills, Organizational skills, Leadership</td>
<td>Attention to detail, Fast-paced Setting, Flexibility</td>
</tr>
<tr>
<td>9232</td>
<td>Petroleum, gas and chemical process operators</td>
<td>Monitor and operate petroleum, petrochemical and chemical plants; monitor, adjust and maintain processing units and equipment in these plants.</td>
<td>$52,000 to $116,480</td>
<td>Teamwork, Communication skills, Leadership</td>
<td>English language, Occupational Health and Safety Act, Current Good Manufacturing Practice (GMP/cGMP), Food safety inspectors</td>
</tr>
<tr>
<td>9461</td>
<td>Process control and machine operators, food, beverage and associated products processing</td>
<td>Operate multi-function process control machinery or single function machines to process and package food and beverage products.</td>
<td>$25,480 to $74,880</td>
<td>Teamwork, Communication skills, Leadership</td>
<td>English language, Occupational Health and Safety Act, Business integrity, Forklifts, Packaging, Excel</td>
</tr>
<tr>
<td>9213</td>
<td>Supervisors, food, beverage and associated products processing</td>
<td>Supervise and coordinate the activities of workers who supervise packaging of food and beverage products.</td>
<td>$29,990 to $78,000</td>
<td>Teamwork, Communication skills, Interpersonal skills</td>
<td>English language, Current Good Manufacturing Practice (GMP), Food safety inspectors</td>
</tr>
<tr>
<td>9226</td>
<td>Supervisors, other mechanical and metal products manufacturing</td>
<td>Supervise and coordinate the activities of workers who fabricate, assemble and inspect machinery or metal products, such as aircraft and aircraft parts, heavy trucks, busses, tractors, motor vehicles, engines, transmissions, heating equipment, commercial refrigeration and similar metal products.</td>
<td>$47,380 to $94,000</td>
<td>Teamwork, Communication skills</td>
<td>English language</td>
</tr>
<tr>
<td>9212</td>
<td>Supervisors, petroleum, gas and chemical processing and utilities</td>
<td>Supervise and coordinate the activities of Petroleum, Gas and Chemical Process Operators (9221), Power Engineers and Power Systems Operators (9241), Water and Waste Treatment Plant Operators (9244), Chemical Plant Operators (9241) and Labours in Chemical Products Processing and Utilities (9511).</td>
<td>$31,200 to $118,560</td>
<td>n.a.</td>
<td>n.a.</td>
</tr>
<tr>
<td>9423</td>
<td>Water and waste treatment plant operators</td>
<td>Operate computerized control systems and related equipment in water treatment and treatment plants to regulate the treatment and distribution of water.</td>
<td>$46,800 to $70,720</td>
<td>Teamwork, Communication skills, Troubleshooting</td>
<td>English language, Occupational Health and Safety Act, Microsoft Excel, Excel</td>
</tr>
</tbody>
</table>

Due to COVID-19, employment estimates and prospects are unavailable and some educational programs may not be offered during the pandemic.

University classes are available at all Saskatchewan Regional & Affiliated Colleges. Transfer agreements with the University of Regina, University of Saskatchewan and First Nations University of Canada let students complete one or more years of full-time university at a regional college close to home. For specific details, CONTACT THE INSTITUTION DIRECTLY!

*Job May Require Apprenticeship Training*

for more information go to [www.contact360.ca/relevance](http://www.contact360.ca/relevance)
Links, Quizzes and Tips to DIY Your Career

One thing we often hear from our Relevance peers is how challenging it can be to figure out a career path. Having so many options can feel overwhelming. When you're in high school, it just seems too much to expect that you'll know what you want to do with your whole life. What if you choose the wrong path?

Here's the secret. You don't have to choose, not yet. The whole purpose of career development is to start thinking about your future and the different types of careers you might like. Like they say, it's a journey. Use these links to launch that journey.

• Alberta's CAREERinsite website is a one-stop guide to career planning, including career exploration and post-secondary education paths. [alis.alberta.ca/careerinsite](alis.alberta.ca/careerinsite)

• The Saskatoon Industry-Education Council and Regina Industry-Education Council offer programs on career exploration, skill development and experiential learning. [saskatooniec.ca](saskatooniec.ca), [rdiec.ca](rdiec.ca)

• [Contact360.ca](http://Contact360.ca) provides students, educators, career practitioners and job seekers with resources for everything career related in Saskatchewan.

• The Canadian Career Development Foundation website offers several student resources, such as the Career Decision-Making Workbook. [ccdf.ca/training-resources](ccdf.ca/training-resources) (click on ‘Resources’)

Know Your Skills

Experts say the average person has up to 700 skills—some come naturally, some are learned. Being able to identify your skills is powerful stuff. Skills quizzes are a great way to start building a list. Check out online quizzes at [alis.alberta.ca/careerinsite/know-yourself](alis.alberta.ca/careerinsite/know-yourself) or [jobbank.gc.ca/career-planning/quizzes](jobbank.gc.ca/career-planning/quizzes) or in the Career Decision-Making Workbook.

Know Your Interests

Here's a quick quiz. We've added some extra info, but it's from the Career Decision-Making Workbook. Answer Yes or No to each of the 24 questions. Use the Key to add up your scores and find out which areas interest you most.
### Statements

<table>
<thead>
<tr>
<th>Statements</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. I’d rather make something than read a book.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. I enjoy problem-solving games and working at puzzles.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. I like helping others when they need it.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. I enjoy reading and learning about new topics.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5. I like working with my hands.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6. I like being the leader in a group of people.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7. I prefer to know all the facts before I tackle a problem.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8. I like to take care of other people.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>9. I enjoy designing, inventing or creating things.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10. I enjoy expressing myself through art, music or writing.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>11. I would like a job where I can deal with people all day.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>12. I like working with materials and equipment.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>13. I enjoy learning new facts and ideas.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>14. I find co-operating with other people comes naturally to me.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>15. I like finding out how things work by taking them apart.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>16. I would rather work with machines and things than with people.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>17. I can usually persuade people to do things my way.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>18. I enjoy building and repairing things.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>19. I enjoy the research part of my projects.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>20. I like being with people.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>21. I enjoy thinking up different ideas and ways to do things.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>22. I like hearing other people's opinions.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>23. I enjoy learning how to use different tools.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>24. I find it easy to follow written instructions.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### KEY

If you answered YES to most of numbers 1, 5, 9, 12, 15, 16, 18, 23:

You’re probably a THINGS person. You like to work with your hands—making, fixing, maintaining. You’re always game to try the latest tools and gadgets. You like machinery, whether it’s heavy equipment, complex industrial systems or miniaturized components. You like to figure out how things work and diagnose problems. Explore careers in engineering, construction, manufacturing, repair and servicing, transportation, trades and technology.

If you answered YES to most of numbers 2, 4, 7, 10, 13, 19, 21, 24:

You’re probably more of an INFORMATION person. You’re a sponge—you absorb information that interests you, whether it’s about computers, business, history or sports trivia. You’re drawn to experiments and research because you like to see things for yourself. You might express yourself through writing, music or art . . . or through coding and problem-solving. Explore careers in arts & entertainment, business, finance, scientific research, sales, services, tourism, law and government.

If you answered YES to most of numbers 3, 6, 8, 11, 14, 17, 20, 22:

You’ve got all the makings of a PEOPLE person. You like to help people—maybe by teaching new skills, providing personal care or talking through issues. You work well with others. You like to be on teams, and you’re not shy about sharing ideas. You’re comfortable taking charge and leading by example. But you’re also a natural communicator and relationship builder. Explore careers in health care, education and training, social work, counselling, religion and childcare.

If you answered YES to numbers in every group:

You might be a multipotentialite—that’s a word with some weight. Basically, it means you have lots of interests and lots of abilities, but you don’t have a clear preference for a specific type of job. And that means you could do well in jobs that combine Things, Information and People interests. The trick is to find the right recipe of interests.
Kennadi has always been a good student—she earned three academic awards in her final year at Sask Polytech. But in high school, she had no idea what she wanted to do for a career. She felt overwhelmed, under pressure. Here’s how she found her way.

You had no career ideas?  
I really didn’t. I knew I was expected to go to university. I think parents worry that if you don’t go right after high school, you’ll never go. So, I went and took different classes. I enjoyed university, because I like learning, but I didn’t find a direction. I left after two years.

What did you do?  
I always wanted to travel, so I worked and saved money. I spent time in Spain and backpacked in New Zealand. It was fun, and it gave me space to figure things out.

What led you to pharmacy?  
After travelling and working for a while, I was ready for a career. I knew there were good jobs in health care. I also knew I didn’t want to be a frontline provider, so I looked at supporting careers; that’s when I found the Pharmacy Technician program.

Best thing about post-secondary?  
The social aspect was the most fun. I enjoyed meeting new people, making new friends, doing things together. We were a small group in the Pharmacy Tech program, and we would study together, practice our skills together—it was a lot of fun.

Most challenging?  
It’s a lot to learn in two years. You have to stay on top of the material, you can’t put things off. You have to reach out for help when you don’t understand something. That was hard for me because I’m used to picking things up quickly. But asking for help when you’re unsure is super important in pharmacy because you’re dealing with medications.

Did COVID impact your schooling?  
It did, unfortunately. I was finishing first year when the pandemic hit. The campus was closed to in-person classes, so we missed out on a lot of in-person opportunities. Our instructors did an amazing job developing alternatives with remote learning, but it’s tough when you don’t get that hands-on experience.

What drives you to achieve high marks?  
I think it stems from my childhood. I danced competitively, but no one pressured me or ever had to tell me to practice. It was always up to me. Winning dance competitions, getting good grades and winning scholarships meant I was doing well. It was a tangible way to know I was successful.

What do you like most about your job?  
I like that no two days are the same. I work in the hospital, so I work 12-hour shifts—some are day shifts, some are night shifts. Every shift is different. I might be preparing prescriptions, IVs or chemotherapy treatments for cancer patients, or I might be delivering meds to different areas of the hospital.

What soft skills do you use at work?  
Critical thinking and adaptability are skills I practice every day. Pharmacy is constantly changing, so I have to be able to adapt and think my way through problems as they come up at work. Communication is also an integral part of pharmacy as we are always working alongside other professionals.

Any words of wisdom?  
It can be overwhelming if you jump into university not knowing what you want to do. Do your research first. Look at different options. Keep an open mind and don’t feel pressured to jump in. Take your time, explore, see what you like doing.

HEALTHY CAREER OPTIONS

If you’re looking for good job prospects, good pay and diversity of career opportunities, look at health care. It’s not just frontline patient care, there are careers in lab services, medical diagnostics, IT and management.

Explore degree programs in medicine, nursing, pharmacy, nutrition, kinesiology, physical therapy and health sciences at First Nations University of Canada (fnuniv.ca), University of Regina (uregina.ca) and University of Saskatchewan (usask.ca).

Get into the workforce faster with certificate and diploma programs in nursing, pharmacy, paramedicine, addictions counselling, continuing care, health technology, health information management, therapeutic recreation, health & community studies at Gabriel Dumont Institute (gdins.org), SIT (siit.ca) and Saskatchewan Polytechnic (saskpolytech.ca).
EXPLORE YOUR TOMORROW

With 150+ programs, there’s a lot to consider.

It’s a big decision and we’re here to help. From touring the campus to talking with our expert career counsellors, we have many supports available to help you find the program that is right for you.

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Attend an Open House event

Join a virtual or in-person Campus Tour

Take a Career Planning Workshop

Connect with a Career Counsellor

Visit saskpolytech.ca/explore or scan the code to access our program exploration tools.

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- AgBio
- Arts & Science
- Business
- Education
- Engineering
- Kinesiology

Build to
- Law
- Medicine
- Nursing
- Nutrition
- Pharmacy
- Vet Med

Combine
- Certificate in Business
- Certificate in Entrepreneurship
- Certificate in Criminology & Addictions
- Diploma in Writing & New Media
- Social Work

Located in Muenster, SK, St. Peter’s College offers up to two-years of most University of Saskatchewan programs. The College is known as the best transition to university due to its small class sizes, additional financial aid (keep all USask scholarships), state of the art facilities, and for the friendly environment it offers.

WHY CHOOSE SPC?

70+ programs to study

> $100K in additional scholarships

15 average class size**

98% of alumni recommend starting your USASK degree with SPC*

23% of students achieved honour roll**

THOUSANDS of alumni


Jade Otsig
Arts & Science | Wynyard, SK

The smaller class sizes helped my experience in the classroom. It’s more comfortable to ask questions in class and they helped a lot with how well I’m able to understand the material we are learning.

306-682-7888
www.stpeterscollege.ca
3 ESSENTIAL MONEY HABITS

Knowing how to manage your money is an essential life skill. It’s also your ticket to more freedom in life. Now is the perfect time to start building good money habits.

Habit #1 – Set up a savings account ... and keep feeding it.
Open a savings account separate from your main bank/credit union account. And keep feeding it. Feed more into your savings account than you take out. Whether you save for a specific goal, like a trip, or just want a rainy-day fund, make regular monthly contributions. An easy way to do this is by setting up an auto debit/transfer with your bank or credit union, so a portion of your paycheque or allowance automatically goes into a separate savings account.

Habit #2 – Be aware of your spending.
As Gen Z, you have consumer products pushed at you 24/7—through your cell, social media, at the movies, on billboards, in blogs, tweets. A lot of the stuff you’re seeing is probably pretty tempting. The secret to managing your spending is awareness. Each time you tap your debit card/app, be aware of how much money you’re spending and where you spend it. Put control of your money at your fingertips, by downloading your bank/credit union banking app.

Habit #3 – Avoid debt, manage credit.
Have you ever heard somebody say, that’s a double-edged sword? It means something cuts both ways, usually good and bad. That’s a good way to look at credit cards. Once you’re working (sometimes even when you’re still in school), credit card companies will offer you credit. Credit cards aren’t bad; it’s just easy to rack up the charges. Then, before you know it, you’re at your limit and having to pay down the debt, plus the high interest charges. Build a good credit habit by paying off your card every month.

Check out RBC’s Student Hub for more advice, articles and resources on money: rbcroyalbank.com/student-solution.
New worker? You still deserve a safe workplace.

Check out www.enoughalreadySK.ca for more information about your rights, options, and support available to you today.

enough already

Stand up to sexual harassment at work.

#EnoughAlreadySK

TOURISM CAREER RESOURCES for Teachers, Post-Secondary Educators, Guidance Counsellors, Students

- Explore Tourism Careers interactive online presentation
- Tourism Careers in Saskatchewan Interactive Tourism Career Guide
- Teachers’ Tool Kits
- Customer Service Skills Development for Students
- Infographics, Statistics and Research

Saskatchewan Tourism Education Council (STEC)
1-800-331-1529
stec.com

3 WAYS TO Build Your Resume

1. Create a Personal Brand
   You don’t need to be a social media influencer to have a personal brand. Your personal brand is simply a statement that describes who you are and what value you bring to prospective employers. For inspiration on how to create your own personal brand, check out seanhopps.com/personal-branding-high-school-students.

2. Make the Most of Your Education
   If you’re graduating from high school but have little job experience, showcase your educational achievements and extracurricular activities.
   - Were you on the Honour Roll?
   - Did you receive any scholarships?
   - Did you take any advanced placement courses?
   - Did you take any career or work education programs (e.g. Saskatchewan Youth Apprenticeship)?
   - Did you participate in any work experience or job shadowing?
   - Did you enroll in any special programs?
   - Were you involved in extracurricular student activities?
   - Were you involved in athletics?
   - Are you fluent in other languages?

3. Highlight Your Experience
   Use part-time or volunteer experience to showcase new skills.
   - If you’ve worked as a babysitter, you might say:
     - Demonstrated ability to solve problems
     - Certified in basic first aid
   - If you’ve worked as a cashier, you might say:
     - Demonstrated time management skills
     - Experience handling cash, debit and credit transactions
   - If you’ve worked at a fast food restaurant, you might say:
     - Developed front-line customer service skills
     - Multi-tasked in fast-paced environment
   - If you’ve volunteered at a care home, you might say:
     - Greeted visitors on arrival to facility
     - Organized activities for residents (e.g. group exercise, craft)
   - If you’ve built websites or social media channels, you might say:
     - Basic html, Flash and Java skills
     - Managed project from conception to completion

for more information go to www.contact360.ca/relevance
In Bangladesh, Rashique earned a bachelor’s degree in telecommunications engineering. It’s a solid career choice, but Rashique wanted something more. His career journey brought him all the way to Canada. 

What do you do?
I’m a research communications strategist at the Child Trauma Research Centre in Regina. I have a bachelor’s degree from North South University in Bangladesh, and I’m just finishing my master’s in administration at the University of Regina.

Did you always like IT?
In Bangladesh, there’s a lot of pressure to do well in school and find a career where you can make a good living. As a child, I was always more interested in the arts, but in university I was pushed to select something more practical, so I chose IT.

Were you a good student?
I struggled. My family moved a lot, so I was always the new kid at school. I was also a skinny kid who had scoliosis, so I wasn’t good at sports and I wasn’t invited to join in the games. I was bullied, physically and mentally.

How did you cope?
Being bullied made me want to be on my own. I think that’s when I became interested in art. Then my parents noticed my interest and enrolled me in art school. I had a very good learning experience—I even won a first-place prize. That changed things for me. Maybe I wasn’t good at sports, but I was good at art.

What was your first job?
I started as an IT specialist with a company in Bangladesh. After being made project coordinator of a networking project, I was inspired to study project management at an international level. I looked at many programs and was deciding between Australia and Canada. I had a few friends in Canada, so I decided on the University of Regina program.

What’s grad school like?
I’ve met people from different backgrounds and different countries. It’s different than my undergrad. At home, learning was text-based. Here, the emphasis is on applied practical learning, and there’s room to present your own theories. The program emphasizes teamwork, and you develop skills both as a team member and a team leader.

Best part of the program?
I did a co-operative work term at the Child Trauma Research Centre. It was exactly the kind of experience I wanted because it combined communication and research, which is a fairly new area. At the end of my work term, they offered me a job and I accepted.

What lessons have you learned?
I’ve learned to find things that interest me and give my time to that. As a child, I found I liked art, so I focused on it. Other people then saw I was good at art, and that helped me build confidence. Since then, I’ve looked for opportunities that match my interests, and I’ve focused on developing my skills in that area.

What do you see in the future?
I’m looking forward to developing my new career path, but I also think the world is in a new normal. The pandemic has forced us to develop new skills in remote learning and working. It’s more challenging to build relationships and communicate effectively with others remotely, but I think it’s important that we develop those skills.

DECODE YOUR FUTURE
If you’re looking for a future-proof career with a broad career horizon, look at computer science and information technology. You could be a software developer or a computer programmer, a researcher or a teacher, a manager or a start-up CEO.

High School Opportunities
Test the waters by participating in an IT bootcamp, sign up for a coding class or attend an IT career fair. IT Bootcamps: saskatooniec.ca/programs/skills-bootcamp, rdiec.ca/summer-skills-camp (also check your local public library). Coding Classes: saskpolytech.ca/coding (or ask at your school).

Level Up
Explore certificate and diploma programs at the Sask Polytech School of Information and Communications Technology (saskpolytech.ca/about/school-of-information-and-communications-technology). SIIT offers a 9-month IT Support Specialist program (siit.ca/programs/it-support-specialist).

The University of Saskatchewan offers undergraduate degrees in computer science and applied computing (cs.usask.ca). The University of Regina offers undergraduate degrees in computing, information technology and software design and application (uregina.ca/science/cs).
DIY Career Education: MICROCREDENTIALS

Back in the day, career credentials meant university degrees, college and polytechnical diplomas, journeyperson certificates and professional licenses. These are still relevant, but here’s what’s new—microcredentials.

What is a microcredential?
A microcredential certifies you in a specific job skill, such as web design or social media marketing. You earn a microcredential by taking a short course on a specific topic.

What are the benefits?
Showcase your skills. Microcredentials provide tangible recognition of distinct skills. So it’s not just you saying you have experience writing a business plan or creating a social media campaign, it’s a microcredential recognizing that you have competency in this skill.

Stack your skills. Since the courses are short (and usually affordable), you can get microcredentials for a variety of skills. You can then combine these skills to target your resume for different jobs in different sectors. It’s a great boost to career mobility.

It’s like an extension pack for your degree or diploma. Expand your competitive edge by adding microcredentials to your degree, diploma or certificate. For example, add a project management microcredential to your computer science degree, or a website design microcredential to your business diploma.

Curious?
• Surge (Sask Polytech): surgemicrocredentials.com
• University of Saskatchewan: continuing.usask.ca
• University of Regina: uregina.ca/cce
• Talk to your career counsellor about online microcredential options

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The U of R is now accepting applications for the Fall 2022 semester.

150+ Number of programs to choose from
3,996 Scholarships offered last year
$12,500 Average Co-op earnings per 4-month internship. Nearly every program has experiential learning opportunities!

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lakelandcollege.ca

for more information go to www.contact360.ca/relevance
Jennifer BUFFALO
Teacher, Indigenous Education Consultant

“Take charge of your learning.”

Jennifer is a teacher, university instructor and Indigenous education consultant. She embraces it all. And now she’s going back to school so she can play a role in bringing an Indigenous viewpoint to education in Saskatchewan.

Where did you grow up?
I’m Dakota Cree from Whitecap Dakota First Nation. I grew up in Saskatoon, but my mom is from Loon Lake, so I spent time up north too. I have a Bachelor of Education, a Bachelor of Science and a Master of Indigenous Education from the University of Saskatchewan.

Did you always want to be a teacher?
No. My mom was a teacher (she’s a vice-principal now). I never wanted to be a teacher because I saw how hard she worked through the years. I wanted to go into medicine or law. It was always ingrained in me that school was a priority. I could be and do anything I wanted, and school would get me there.

What was your major?
At university, I was in a math-science track because I was thinking of medicine. By the time I decided medicine wasn’t for me, I had fallen in love with biology. I transferred into the Indian Teacher Education Program (ITEP) so I could become a high school science teacher.

Best part about ITEP?
ITEP is where I found a lot of strong Indigenous academics. I just found myself more at home there. In my other classes, I was often the only Indigenous student there. That’s hard.

Where was your first teaching job?
Loon Lake, but it was supposed to be in England. After university, I wanted to travel and thought teaching would be a good way to do that. I had a job lined up when my mom called and asked me to cover a sick leave in Loon Lake. It was a good decision. I taught K to 12, became a math catalyst for middle years and then a consultant for Meadow Lake Tribal Council.

Why go for a master’s degree?
I needed something more. When I found the Master of Indigenous Education program was built around anti-racism, that changed my life. It helped me articulate my experience as an Indigenous student. It reflected my experiences, my family, residential schools, all of it. It was a very healing experience.

What drives you to succeed?
The people who came before me … and the people who will come after.

How do you see your career unfolding?
Now that we have Indigenous control of Indigenous education, we’re seeing more opportunities for Indigenous educators. There are a lot of good teachers and administrators, but not a lot of independent consultants, so that’s where I’m putting my energy. Indigenous education is changing and evolving. Indigenous communities are building their own systems. I wanted to be involved in that.

Any words of wisdom?
Take charge of your learning. If you feel you’re not getting what you need, try to identify what you want and then ask for help getting there. Just start. Take that first step into post-secondary without worrying so much about the outcome. I never thought I’d be a teacher, but I’m thankful this is where my path took me.

TEACH THE NEXT GENERATION

Indian Teacher Education Program (ITEP): four-year Bachelor of Education (B.Ed.) for First Nation students. education.usask.ca/itep

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Northern Saskatchewan Indigenous Teacher Education Program (NSITEP): four-year B.Ed. based in Air Ronge, a partnership between Gabriel Dumont Institute and Lac La Ronge Indian Band. gdins.org/programs-and-courses/what-we-offer/nitep

Saskatchewan Urban Native Teacher Education Program (SUNTEP): four-year B.Ed. for Métis and non-status Indigenous students. admissions.usask.ca/suntep.php

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Kerrilee is a journeyperson electrician at SaskPower’s transmission and distribution centre in Meadow Lake. It’s a world away from her first career as a cosmetologist. Here’s how she DIYed her second career.

What was your 1st career?
I wanted to be in the automotive trade, but I chose to be a cosmetologist because I was fearful to be a young woman in a male-dominated trade. At the time, those were the only two trades offered. Since a trade was more affordable, I chose beauty culture.

Did you like cosmetology?
Don’t get me wrong, I liked being a cosmetologist. When I had children, I opened a little in-home salon so I could earn a little money but still be at home.

Why switch careers?
I made a decent amount of money but not enough to raise my children. When I became a single parent, I knew I needed a career that paid more. I got a job in Saskatchewan’s oil patch. That’s where I met someone doing electrical work, which got me interested in the electrical trade.

How did you start?
I found someone who took me on as an apprentice. When I had worked enough hours, I did two months of school to get to the next level. The class work didn’t come naturally, I had to study and study. After four years of work hours and classroom study, I got my journeyperson certificate in 2016.

Is it hard being in a male-dominated trade?
The guys I work with are great, but I’ve had times when the stereotypes kicked in. I expected it. I learned to use humour and to be a peacemaker but also to stand up for myself. You need a strong personality to be a female in a male-dominated trade. And I proved myself by having a good attitude, a good work ethic and paying my dues.

Best part of your job?
Working with amazing people. I like that every day is different. I’m outside and inside, doing maintenance and monitoring of transmission stations, working on transformers and DC batteries, protection and control, switching, bonding and grounding. I like that we’re always learning through different courses and on-the-job training. That’s what makes a good electrician.

Hardest part?
When there's a power outage. We feel a lot of pressure to get the power back on as quickly as possible. It can be stressful, but there’s also a lot of satisfaction when we get everything back up and the lights on.

Best job tip?
Learn to ask questions. It’s important to be willing to say, ‘I don’t know how to do this.’ You have to actively ask questions to get the information you need.

Any career advice?
Don’t get so focused on your career that you miss out on life. You only get this one life, so make sure you’re living it.

Would you change anything?
You know, if I knew in high school how many skilled trades there actually were, I could have been so many other things. But when you’re young, you don’t know what you don’t know. I wish that information had been more available, or that I’d known where to look for it.

Where do you see yourself in 10 years?
I’m happy where I am right now, but at some point, I can see myself exploring Canada and the U.S. on my motorbike. Did I mention I have a Harley?
Communication is the common thread connecting Ben’s early aspirations to be a pastor to his current success as co-founder of SymmetryPR, an award-winning communication management consulting firm.

What’s your background?
I’m a child of a 60s Scoop baby. My mom was taken from her family and was adopted. I grew up in Saskatoon but I’m from Yellow Quill First Nation.

Did you know your Indigenous identity?
I knew my mom was adopted into a white family, and I always knew I came from Yellow Quill, but my mom didn’t start reconnecting with family until 2017. I was part of that.

How has that impacted you?
It wasn’t until I went to the Truth and Reconciliation report launch in Ottawa and participated in a listening circle that I had an ah-ha moment. Everyone’s experience is unique, but for me, the 60s scoop led to the loss of my culture and what it meant to be an Indigenous person. I grew up with settler/colonizer ways of thinking and being. I’m having to relearn my Indigenous identity.

What was your first career direction?
I went to university in Winnipeg to become a pastor, but I also took classes in music, communications and media. I loved music growing up, so I learned piano, sang in the choir and played sax in the school band. From a young age, my grandparents took me to pow wows to get me interested in my culture. I remember the singing and especially the drum—the beat of music still informs the rhythm of my life.

Did you become a pastor?
Actually, no. My first job was communications officer for the Saskatchewan Indian Gaming Authority. I was there six years and during that time I got a diploma in public relations and earned my Communication Management Professional (CMP) designation—I was the first self-identified Indigenous CMP.

Why is that important?
Because I’m an Indigenous man in a predominately white corporate world. By self-identifying, I can help bridge Indigenous and western worlds.

When did you start SymmetryPR?
June 2020. I had left SIGA to become a business strategist for a tech start-up. That job disappeared when COVID shut things down, and I couldn’t find another one. I was talking with a friend—she was my former boss at SIGA—and we decided to start our own communications consultancy.

What fuels your passion for communications?
I have to do more to be seen, that’s always been the pattern of my life. As a 2SLGBTQ person, and as an Indigenous person, I’ve been advocating for myself. It’s no different in communications, where I use my skills to speak out, build bridges and use my voice to advance Indigenous economic power to the best of my ability.

Any advice for students?
If you find a class you really enjoy, lean into it. If you find a class that’s rubbing you the wrong way, pay attention to that too. I learned that lesson the hard way. Pay attention to what you love, what feels good and what doesn’t, then choose what not to do. Choosing what not to do can help you focus on doing what you love.

GET DOWN TO BUSINESS

- First Nations University of Canada (fnuniv.ca) Indigenous Business & Public Administration emphasizes a First Nations perspective in bachelor, diploma and certificate business programs.
- Saskatchewan Polytechnic (saskpolytech.ca) School of Business offers diploma, certificate, post-graduate certificate and continuing education courses rooted in real-world learning experiences.
- Saskatchewan Indian Institute of Technologies (siit.ca) Business program offers two-year diploma and one-year certificate program options, as well as transfer credits to degree programs.
- University of Regina (uregina.ca) Faculty of Business Administration offers undergraduate programs in Paul J. Hill School of Business and master’s programs in Kenneth Levene Graduate School of Business.
- University of Saskatchewan (usask.ca) Edwards School of Business offers Business Administration Certificate, Bachelor of Commerce and master’s level programs. The Aboriginal Business Administration Certificate (ABAC) is a two-year certificate of proficiency designed to help students transition to studying business at university.
After investing nine years in university to earn a PhD in microbiology, genomics and bioinformation, Monique Simair found herself underwhelmed with career options. So, being a confident, passionate young woman, she decided to invent her own career.

Let’s start at the beginning: where did you grow up?
I’m a Prince Albert girl. Growing up, I was seriously considering carpentry, but my dad convinced me to go to university and keep carpentry as a future option. He didn’t have a chance to go and really wanted it for us.

Did you have a clear focus at uni?
I enjoyed science in school because I was curious how the world around me worked. I kept pushing the science thing but didn’t have a clear purpose or end goal. I majored in microbiology and immunology.

Why go for a graduate degree?
It wasn’t because I was a super student, because I wasn’t. But I loved the teamwork of science; it was nothing like I thought it would be, and it drew me in.

Did your PhD lead to a great job?
That’s the thing, it didn’t. I had a government job for about a year but was let go. The job market was awful because there were too many grads and too few science positions.

What did you do?
I started my own company, Contango Strategies, in 2010. I needed a job, but I also wanted to use my skills to make a difference—I felt I had something to contribute. Keeping our water safe has always been important to me, and we designed processes and technologies to reduce environmental impacts on water from the mining industry.

Was the company successful?
Yes! We designed water treatment systems for mines, oilsands and industrial sites across Canada, the United States and Kyrgyzstan. I sold the company in 2018.

And then what?
And then I founded Maven Water & Environment. The term ‘maven’ means a trusted person who shares their knowledge in a timely way. Our mavens are scientists and engineers who advise on water management and treatment for the mining, oil and gas, and industrial sectors.

What drives you to be an innovator?
I want to create jobs. I want to transfer science to practical application. Being unemployed after getting my PhD made me realize there was a huge gap in Canada’s innovation ecosystem. We have all these unemployed or underemployed masters and PhD grads, which means a lot of good science isn’t getting put into application. I want to change that.

What’s your #1 soft skill?
Communication. Real work isn’t multiple choice. You need to be able to explain your ideas and your reasons for doing things. You need speaking and presentation skills, but even more, you need writing skills to share your ideas.

How do students get these skills?
If you don’t feel you’re learning communication skills in school, take the initiative and find some online courses or tutorials. There are many free or cheap options.

What have you learned about building a career?
If you find a job isn’t the right fit, it’s okay to move on. There are other jobs. It took me a while to learn that. Don’t be afraid to change. Give yourself room to change your mind. Changing careers is the norm, so don’t lock yourself in.

Advice for students?
I know it’s not the usual advice but take a gap year. Get a job, move out on your own, get some roommates, get some life experience. Find a purpose so that when you go to post-secondary, you’ll have a direction.

LEARN TO LEAD
It’s never too soon to start developing your business leadership skills. Sign up for business clubs in high school. Build your skills with post-secondary education in business programs at a regional college, Saskatchewan Polytechnic, Saskatchewan Indian Institute of Technologies, First Nations University of Canada, University of Regina or University of Saskatchewan.

Follow these links to events and resources especially for young entrepreneurs:

- Business Development Bank of Canada (bdc.ca)
- Community Futures Saskatchewan (cf Sask.ca)
- Futurpreneur Canada (futurpreneur.ca)
- Saskatchewan Young Professionals and Entrepreneurs (sype.ca)
- Saskatchewan Young Ag-Entrepreneurs (saskyounga.ca)
- Women Entrepreneurs Saskatchewan (wesk.ca)
To have any chance at the job, you still need to ace the interview. Here’s how:

• **Do your homework.** Your prospective employer will expect you to know something about the company or organization. Do some online research before the interview.

• **Pre-test the platform.** Ask what platform the employer will be using (Zoom, Skype, Google Meet, Microsoft Teams). Download the free version on your computer or smartphone. Test it with friends. Make sure you understand how to log in, turn up the volume, mute, share your screen.

• **Look the part.** Avoid clothes in bright colours and patterns; go with something quieter, softer. If you’re wearing a tie, choose a solid colour. If you wear glasses, make sure light in the room isn’t reflecting off them. Dress professionally head to toe. It might be funny to wear a shirt & tie and shorts, but it doesn’t really set the tone for an honest interview.

• **Introduce yourself.** Keep it short and simple: “Hi, I’m Terry Smith. It’s nice to meet you.” Then let your interviewer take the next step.

• **Ask to exchange phone numbers.** Just in case your Wi-Fi freezes, have a phone number you can call to continue your interview. Clarify whether you should call the interviewer or they will call you.

• **Make eye contact . . . with the camera.** Even though you’re talking “face-to-face,” don’t look at the interviewer—look at your camera.

• **Be prepared to answer questions.** Yes and no answers won’t cut it in a job interview. For example, most interviewers will ask you to tell them about yourself. Respond by highlighting your education, career goals, experience and skills.

• **Ask questions.** Ask at least one question, just to show you’re engaged in the process. Ask something about the work environment, job responsibilities or what happens next in the process.

• **Act the part.** Self-confidence is always attractive. Even if you’re nervous, sit up straight, make eye contact (with the camera), be attentive . . . and don’t forget to smile.

Since COVID-19, a lot of job interviews have gone virtual. Virtual interviews might seem informal—but they’re really not.
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