

Internship Programs for Internationally Trained Individuals

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1. Ontario Public Service (OPS) Internship Programs

A) OPS Internship Program for Internationally Trained Individuals (ITIs)

This program is designed specifically for professional newcomers to Canada so that they can earn valuable work experience in their professional fields within the Ontario Public Service (OPS).

i. Eligibility Requirements

To be eligible for this program, applicants must:

- Be legally entitled to work in Canada;
- Have been in Canada no longer than 3 years;
- Have a minimum of 3 years international work experience in their field;
- Have a minimum of a bachelor's degree with Canadian equivalency assessment;
- Be seeking Canadian work experience in unregulated occupations, such as business, technology and general management;
- Lack paid Canadian work experience in their profession;
- Be fluent in English or English and French (for bilingual positions).

ii. Common Position Titles

- Project Manager Intern
- Human Resources Intern
- Business Analyst
- Program and Policy Intern
- Financial Analyst
- Systems Analyst
- Recruitment Assistant Intern
- Financial Policy and Program Assistant Intern
- Economic Specialist Intern
- Web Application Developer

iii. Salary

- \$2,500 per month

iv. Positions and Outcomes

These internships are highly competitive. In 2015-16, 25 interns were hired. Historically, there is an average of 14 applicants per position. Approximately 50-60% of interns secure employment within the OPS after completing their internship.

v. Application Process

- Apply online through the [Career Edge website](http://www.careeredge.ca) (www.careeredge.ca).

B) OPS Internship Program for Internationally Trained Engineers (ITEs)

The purpose of the internship program is to provide the work experience needed to qualify to be a licensed engineer in Ontario. This program offers 12 to 15 month engineering internships in the Ontario Public Service.

i. Eligibility Requirements

Internationally trained engineers who apply for ITE positions must have been screened through Professional Engineers Ontario (PEO) to show that they qualify by satisfying technical/educational requirements for licensing. Candidates should provide documentation from PEO with their applications that demonstrate they have:

- Satisfied PEO's academic and technical requirements for licensing except for the minimum 12 months of verifiable and acceptable engineering experience in a Canadian jurisdiction, under the supervision of a professional engineer licensed in the jurisdiction in which the work was undertaken.
- Demonstrated to PEO's satisfaction at least 36 months of acceptable and verifiable engineering experience.
- Passed PEO's Professional Practice Examination.

In addition, candidates must:

- Be eligible for work and licensing in Canada.
- Have language skills adequate for the workplace.

To find out more about engineering in Ontario, visit the [PEO website](http://www.peo.on.ca) (http://www.peo.on.ca).

ii. Common Position Titles

- Engineer Trainee

iii. Salary

- Ranges from \$58,862 to \$76,556 per year.

iv. Positions and Outcomes

- For 2015, 224 applications were received and 5 ITEs were hired.

v. Application Process

- Apply online (positions are advertised once per year, in the late summer/early fall) through the [Ontario Public Service \(OPS\) Careers website](https://www.gojobs.gov.on.ca/Jobs.aspx) (https://www.gojobs.gov.on.ca/Jobs.aspx)
- Positions for Internationally Trained Engineer jobs are posted on the Ontario Public Service E-Careers website under job category “Internships”

2. Career Edge Internship Program for Internationally Qualified Professionals

This internship program provides valuable work experience to eligible newcomers. Placements are four to twelve months in length with private, public or non-profit sector employers.

i. Eligibility Requirements

To be eligible for this program, applicants must:

- Be fluent in English or English and French (for bilingual positions);
- Be legally entitled to work in Canada;
- Have been in Canada no longer than 3 years;
- Have a minimum of 3 years international work experience in their field;
- Have a minimum of a bachelor's degree with Canadian equivalency assessment;
- Be seeking Canadian work experience in unregulated occupations, such as business, technology and general management;
- Lack paid Canadian work experience in their profession.

ii. Common Position Titles

- Business Analyst
- Engineer Intern
- Financial Analyst
- Human Resources Intern
- Information and Technology Analyst
- IT Business Analyst
- IT Solutions Developer
- Project Manager
- Product Development Coordinator
- Recruitment Coordinator
- Sales Support/Reception

iii. Salary

- Stipend of \$2,650 per month

iv. Positions and Outcomes

- Each year 500 to 600 positions are available mostly in Finance, IT, Sales, Marketing, Engineering and Human Resources.
- Career Edge receives an average of 700 to 800 applications per month, a third of who are internationally qualified professionals.

v. Application Process

- Apply online (year round intake) through the [Career Edge website](http://www.careeredge.ca) (www.careeredge.ca).

3. Federal Internship for Newcomers (FIN) Program

The Federal Internship for Newcomers (FIN) Program provides newcomers with valuable Canadian work experience and training opportunities with federal government departments and agencies and private sector organizations.

The number and types of positions available in a given year vary. Internships are offered in fields like policy, administration, project management, computer science, communications, science and finance.

Interns are hired for 90 working days. The internship may be extended an additional 90 working days. A mentor is provided for the duration of the internship.

In addition to gaining Canadian work experience, interns are able to:

- learn about Canadian workplace culture
- understand hiring processes
- network with professionals
- attend orientation sessions or training

i. Eligibility Requirements

To be eligible for this program, applicants must:

- be permanent residents or Canadian citizens;
- have been residing in Canada for less than 10 years (based on the date you became a permanent resident);
- have the necessary language abilities in English or French (minimum Canadian Language Benchmark of 7);
- have a post-secondary degree (with the exception of administrative positions where it is an asset);
- be registered and successfully screened by one of the program's immigrant-serving organization partners; and either:
 - live or work in Ottawa/Gatineau (or within a 125 kilometer radius), Toronto (or within a 125 kilometer radius), Vancouver or Victoria (or within a 75 kilometer radius) (Note: In the future, additional locations may be added), or
 - be a graduate of the World University Service of Canada's Student Refugee Program.

ii. Common Position Titles

- Policy Analyst
- Program Officer

- Administrative Officer
- Administrative Clerks
- IT Support
- Finance

iii. Salary

- Varies (commensurate with the entry level salary of the position offered).

iv. Application Process

Contact one of the program's immigrant-serving organization partners through the [Government of Canada website](http://www.cic.gc.ca/english/newcomers/work/fin.asp#partners) (<http://www.cic.gc.ca/english/newcomers/work/fin.asp#partners>) to be assessed for employment readiness.

The organization will meet with the applicant and:

- evaluate his/her language skills in English or French (minimum Canadian Language Benchmark of 7);
- refer applicant to the appropriate licensing/assessment bodies for the assessment of credentials, if needed; and
- refer to additional job readiness training, if needed (i.e. resume writing or interview coaching).

Apply online once the applicant has been successfully assessed. When applying, the individual will be asked to:

- Submit a paragraph about what the internship means to him/her (this will help organizations evaluate writing skills);
- Complete a questionnaire about their education and experience to see how they fit with the job requirements; and
- Provide the name and contact information of the immigrant-serving organization that assessed them.

Qualified candidates will be matched with jobs based on their skills and the needs of the participating organizations.