

YOUR TEEN IS STARTING THEIR FIRST JOB?

ESSENTIALS

UPON HIRING

- ✓ An up-to-date resume
- ✓ A bank account in their name
- ✓ A void cheque
- ✓ Their Social Insurance Number (SIN)
If they need to obtain it, their birth certificate and health insurance card will be required.



TIPS

FOR KEEPING THEIR JOB

- ✓ Be punctual
- ✓ Show autonomy and initiative
- ✓ Demonstrate a positive attitude
- ✓ Listen carefully to instructions
- ✓ Wear appropriate clothing for the job
(e.g., steel-toe boots, etc.)
- ✓ Ask questions about safety
- ✓ Inform the employer of exam periods
at least 2 weeks in advance

Access a variety of tools
for a first job (in french):



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TIPS

FOR COMMUNICATING WITH THEIR EMPLOYER

- ✓ State their limits
- ✓ Be able to say no
- ✓ Confirm all requests
with the employer in writing
- ✓ Use appropriate and
respectful language
- ✓ Inform the employer in
case of absence



Find employers who support
educational success (in french):



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TALKING POINTS

WITH YOUR TEEN

- ✓ The maximum number of work hours per week (10-15 hours max.)
- ✓ The amount of schoolwork they have
- ✓ Their academic performance
- ✓ Their exam periods and end-of-term dates
- ✓ The employer's practices regarding school-work balance
- ✓ Any signs of stress or fatigue displayed
- ✓ The way they manage their budget

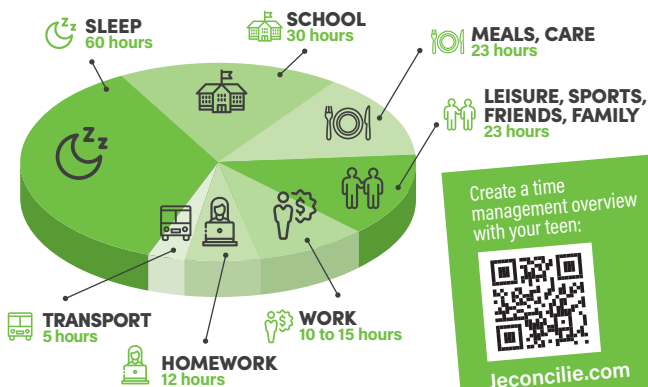


Tips for Managing Time Effectively for a High School Student



There are 24 hours in a day, 168 hours in a week...

How should a high school student use their time?



Create a time management overview with your teen:



Jeconcilie.com

Key Points to Remember from the Law on the Regulation of Child Labor

To learn more: *CNESST*

14 years and under : Prohibited from working, except in special cases

16 years and under (with compulsory school attendance):

- Maximum of 17 hours per week, with 10 hours maximum from Monday to Friday, except during summer, spring break, and holiday breaks
- No work hours between 11 p.m. and 6 a.m., except for certain jobs
- Work schedule must not overlap with school hours

18 years and under (no longer required to attend school):
No restrictions

QUESTIONS?

Contact the responsible agent for your area:



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