

APPLICATION FOR EMPLOYMENT



Please complete each section in capitals using blue or black ink and return this form to the unit from which you obtained it. Should you feel that any of the questions violate your human rights, please leave the applicable question blank.

Position being applied for:		Preferred Location: _____	
		Are you willing to relocate in Canada? <input type="checkbox"/> YES <input type="checkbox"/> NO	
How did you hear about this vacancy?	What type of job would you prefer? <input type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time	Date Available if Successful:	Wages Expected:
Have you worked for this company or a subsidiary before? <input type="checkbox"/> YES <input type="checkbox"/> NO If yes, please identify: Position Held: _____		Start Date: _____	Where? _____ Finish Date: _____
PERSONAL DATA: _____			
Last Name		Given Name(s)	
Apt. #	Street	City	Province
			Postal Code
Home Telephone #: _____		Are you legally eligible to work in Canada? <input type="checkbox"/> YES <input type="checkbox"/> NO	
Business Telephone #: _____		Are you of legal working age? <input type="checkbox"/> YES <input type="checkbox"/> NO	
For driving jobs only: Do you hold a valid Driver's License? <input type="checkbox"/> YES <input type="checkbox"/> NO If yes, specify class of license: _____			
Have you ever been convicted of a criminal offence related to the position applied for and for which you have not been pardoned? <input type="checkbox"/> YES <input type="checkbox"/> NO			
Are you eligible to be bonded? <input type="checkbox"/> YES <input type="checkbox"/> NO (Answer only if relevant to the position for which you are applying)			
EDUCATION:			
LEVEL	COURSE	HIGHEST GRADE COMPLETED	QUALIFICATION(S) OBTAINED
HIGH SCHOOL			
BUSINESS, TRADE, OR TECHNICAL SCHOOL			
COMMUNITY COLLEGE			
UNIVERSITY			
WORK RELATED SKILLS List any skills or training relevant to employment: 			
EMPLOYMENT Start with your present or most recent employer and work back:			
Name and Address of Present/Previous Employer:		Present/Previous Job Title:	Present/Previous Salary:
Type of Business: Duties and Responsibilities:		Period of Employment: From: To:	Supervisor's Name: Telephone:
		Reason for Leaving:	

"An Equal Opportunity Employer"

(over)

EMPLOYMENT CONTINUED		
Name and Address of Present/Previous Employer:	Previous Job Title:	Previous Salary:
Type of Business: Duties and Responsibilities:	Period of Employment: From: To:	Supervisor's Name: Telephone:
	Reason for Leaving:	
Name and Address of Present/Previous Employer:	Previous Job Title:	Previous Salary:
Type of Business: Duties and Responsibilities:	Period of Employment: From: To:	Supervisor's Name: Telephone:
	Reason for Leaving:	
For employment references, may we approach: Your present/previous employer?: <input type="checkbox"/> YES <input type="checkbox"/> NO Your previous employer(s)? <input type="checkbox"/> YES <input type="checkbox"/> NO (List references if different than above on a separate sheet)		
ACTIVITIES (Community, Athletic, Etc.) If you have not worked in the past 5 years, please list groups with which you have been involved that we may contact for references. You are not required to list any clubs or organizations which would indicate your religion, race, etc. as protected under the Human Rights Code.		
Group Name, Address:	Contact Name: Telephone:	
Summary of Activities:	From: To:	
Group Name, Address:	Contact Name: Telephone:	
Summary of Activities:	From: To:	
Group Name, Address:	Contact Name: Telephone:	
Summary of Activities:	From: To:	
DECLARATION: I understand that completion of this form does not guarantee employment. I certify that the information provided on this application (and accompanying resume, if any) is true and complete to my knowledge. I accept that any false answers or omissions or the receipt of unsatisfactory references may disqualify me from employment or cause my dismissal. I also authorize the investigation of all statements included in this application and the obtaining of references and release from all liability or responsibility all persons and corporations requesting or supplying information. Further, I understand that any employment offered is for no definite period. Have you attached an additional sheet?: <input type="checkbox"/> YES <input type="checkbox"/> NO Signature of Applicant: _____ Date: _____		