|  |  |  |  |
| --- | --- | --- | --- |
| Name of Position/Job  |  | Today’s Date |  |
| Date Available to Work |  | Desired Salary | $ |
| Employment Type | Full Time  | [ ]  | Casual  | [ ]  | Shift Availability | Days  | [ ]  | Nights |  [ ]  |
| Part Time  | [ ]  | Temporary  | [ ]  | Evenings | [ ]  | Weekends |  [ ]  |

|  |
| --- |
| Applicant Information |
| Last Name |  | First Name |  |
| Street Address |  | Apartment/Unit # |  |
| City/Town |  | Prov. |  | Postal Code |  |
| Phone | ( )  | E-mail Address |  |
| Are you legally entitled to work in Canada? | YES [ ]  | NO [ ]  | Do you hold a valid Saskatchewan driver’s license? (if required for position only) | YES [ ]  | NO [ ]  |
| Have you ever worked for this organization? | YES [ ]  | NO [ ]  | If yes, when and in what role? |
|  |
| Education  |
| **High School or GED** |  |  |
| From |  | To |  | Highest grade level completed |  |
| **Trade/Technical School** |  |  |
| From |  | To |  | Certificate/Diploma |  |
| **College/University** |  |  |
| From |  | To |  | Diploma/Degree |  |
| **Other Program** |  |  |
| From |  | To |  | Diploma/Degree/Certificate |  |
|  |
| **SKILLS/ABILITIES**  |
| Describe any skills, training/certificates, knowledge, languages, or work/volunteer experience you have that is related to the position you are applying for: |
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| --- |
| **WORK EXPERIENCE** *Describe all work/volunteer experience starting with most recent. Attach multiple pages and/or your resume if needed.*  |
| Organization  |  | Job Title |  |
| Address |  | Supervisor Name |  |
| Job Status | Full Time [ ]  Part Time [ ]  Casual [ ]  Volunteer [ ]   |
| Responsibilities |  |
| From |  | To |  | Reason for Leaving |  |
| **May we contact your previous supervisor for a reference?** | YES [ ]  | NO [ ]  | Phone | ( ) |
| Organization  |  | Job Title  |  |
| Address |  | Supervisor Name |  |
| Job Status | Full Time [ ]  Part Time [ ]  Casual [ ]  Volunteer [ ]   |
| Responsibilities |  |
| From |  | To |  | Reason for Leaving |  |
| **May we contact your previous supervisor for a reference?** | YES [ ]  | NO [ ]  | Phone | ( ) |
| Organization |  | Job Title |  |
| Address |  | Supervisor Name |  |
| Job Status | Full Time [ ]  Part Time [ ]  Casual [ ]  Volunteer [ ]   |
| Responsibilities |   |
| From |  | To |  | Reason for Leaving |  |
| **May we contact your previous supervisor for a reference?** | YES [ ]  | NO [ ]  | Phone | ( ) |
|  |
| **REFERENCES** *Indicate up to 3 professional references that we may contact.*  |
| Name |  | Occupation |  |
| Address |  | Phone | ( ) | Years Known |  |
| Name |  | Occupation |  |
| Address |  | Phone | ( ) | Years Known |  |
| Name |  | Occupation |  |
| Address |  | Phone | ( ) | Years Known |  |
|  |
| Disclaimer and Signature |
| I verify that the statements I have made on this application are true and complete to the best of my knowledge. I give permission to verify the information provided and obtain information regarding my previous employment, education, and any other information relevant to this application. I understand that if this application leads to employment, false or misleading information in my application or interview may result in dismissal.Note: A current Criminal Record Check with Vulnerable Sector Check - at your own expense and provision - is required prior to an offer of employment.  |
| Signature |  | Date |  |
|  |
| **How did you hear about this position?** | Website | [ ]  | Job Fair  | [ ]  | Friend/Family  | [ ]  | Other \_\_\_\_\_\_\_\_\_\_\_ | [ ]  |
| Online Job Board  | [ ]  | Social Media | [ ]  | Current Employee  | [ ]  |  |  |