



APPLICATION FOR EMPLOYMENT

DATE: _____

PERSONAL INFORMATION

Name: _____
Last First Middle Initial

Present Address: _____
Street Address City Province

P.O. Box No. _____ Postal Code: _____

Telephone Number(s) : _____

Cell Phone Number: _____

Email: _____

Position(s) applied for: _____

Do you want to work: Full Time Part Time

Specify days and hours you are available if applying for part time:

Have you worked for Town of The Pas previously? Yes No

If yes, please confirm position previously held: _____

Are you legally entitled to work in Canada? Yes No

If hired, on what date will you be available to start work? _____

Do you hold a valid Manitoba Driver's License? Yes No

Class of License Held: _____

Are you bondable? Yes No

(Answer question only if information is relevant to position applied for)

EDUCATIONAL BACKGROUND

TYPE OF SCHOOL	NAME AND ADDRESS	FROM	TO	COURSE OR MAJOR	GRADUATED YES OR NO
SECONDARY					
COLLEGE					
UNIVERSITY					
BUSINESS OR TRADE					
OTHER					

EMPLOYMENT HISTORY (LIST IN ORDER, LAST OR PRESENT EMPLOYER FIRST)

Employer's Name:	Employer's Address:
Period of Employment: From: To:	Position Held:
Supervisor's Name, Position and Telephone Number:	Reason for Leaving:

Describe the job duties you were responsible for:

Employer's Name:	Employer's Address:
Period of Employment: From: To:	Position Held:
Supervisor's Name, Position and Telephone Number:	Reason for Leaving:

Describe the job duties you were responsible for:

Employer's Name:	Employer's Address:
Period of Employment: From: _____ To: _____	Position Held:
Supervisor's Name, Position and Telephone Number:	Reason for Leaving:

Describe the job duties you were responsible for:

PERSONAL / CHARACTER REFERENCES

Give the names of at least 3 persons (non-relative's) who can supply information pertinent to your **job performance**

Reference Name:	Contact Information:
Relationship:	

Reference Name:	Contact Information:
Relationship:	

Reference Name:	Contact Information:
Relationship:	

May we contact your present Employer and References Listed above? Yes No

Occasionally the form of an application blank makes it difficult for an individual to adequately summarize his/her complete background.

To assist us in finding the proper position for you in our organization, please use the space below to summarize any additional information necessary to describe your full qualifications.

Applicants interested in positions at Winton Pool are requested to indicate additional training, such as first aid or C.P.R. courses. *PLEASE NOTE: Applicants applying for positions at the Winton Pool should be at least 16 years of age.**

Thank you for completing this application form and for your interest in Town of The Pas. We would like to assure you that your opportunity for employment with this organization will be based only on your merit and on no other consideration.

APPLICANT'S CERTIFICATION AND AGREEMENT
PLEASE READ CAREFULLY

I hereby certify that the facts set forth in the above employment application are true and complete to the best of my knowledge. I understand that if employed, any falsified statements on this application shall be considered sufficient cause for dismissal.

Signature: _____

Date: _____