



## EMPLOYMENT APPLICATION

OFFICE USE ONLY. DO NOT WRITE IN THIS SPACE. HS CS 12345 PS 12345 Cons \_\_\_\_\_

<b>Name:</b>	<b>Primary Phone #:</b>
<b>Street Address:</b>	<b>Secondary Phone #:</b>
<b>City &amp; Province</b>	<b>Email Address:</b>
<b>Postal Code:</b>	<b>When is the best time to contact you?</b>
<b>Closest Major Intersection:</b>	<b>Are you legally entitled to work in Canada?</b>

<b>Preferred Location:</b>	<b>Desired Annual Salary or Hourly Rate: \$</b>
<b>Are you willing to relocate in Ontario? Local Ontario Nationwide International No</b>	
<b>Available immediately Vehicle TTC</b>	
<b>Type of work desired (check all that apply): Full Time Part Time Contract Temporary</b>	
<b>Types of positions desired (list up to 5):</b>	

### EDUCATION

**Grade 12 Completed? Yes No**      **If No, indicate highest grade completed: \_\_\_\_\_**

**Post Secondary:**

Institution	Program	Degree/Diploma/Certificate	Completed	Incomplete

**PROFESSIONAL DEVELOPMENT**

**Competencies/Skills:** Please list skills or training you have acquired that relate to desired position

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**Computer Programs:** Please list software programs with which you are comfortable using

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**Keyboarding Speed (WPM):** \_\_\_\_\_

**EMPLOYMENT HISTORY**

List all positions you have held, beginning with the most recent.

<b>Employer:</b>	<b>Working title:</b>	
<b>Date of Employment:</b>	<b>From:</b>	<b>To:</b>
<b>Responsibilities:</b>		
<b>Reason for leaving:</b>		<b>Final Salary:</b>

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