



Application For Employment

Department Applied For: _____ Position: _____ Date: _____

Type of Employment Preferred:

___ Full Time ___ Part-Time ___ Temporary ___ Summer

Hours Available Sunday Monday Tuesday Wednesday Thursday Friday Saturday

From	
To	

Would you be willing to work in a smoke-free environment? Yes ___ No ___

Personal Information

Name	Home Phone
Street	Business Phone
City	Social Insurance Number
Province	Postal Code

Employment (Start with most recent)

<i>From</i>	<i>to</i>	<i>Company</i>	Phone Number
Job Title		Responsibilities Included:	
Supervisor's Name			
Reason(s) for Leaving			
May we contact Employer at above phone number? Yes No			

<i>From</i>	<i>to</i>	<i>Company</i>	Phone Number
Job Title		Responsibilities Included:	
Supervisor's Name			
Reason(s) for Leaving			
May we contact Employer at above phone number? Yes No			

<i>From</i>	<i>to</i>	<i>Company</i>	Phone Number
Job Title		Responsibilities Included:	
Supervisor's Name			
Reason(s) for Leaving			
May we contact Employer at above phone number? Yes No			

Special Skills or Training

List or describe any of your work related skills, experience or training, including volunteer work, that has relevance to the position for which you are applying.

Education

	<i>Name</i>	<i>Location</i>	<i>Degree/Major/Diploma</i>
University or College			
High School			
Other			

Character References

(not including relatives or past employers)

List only persons we may contact

<i>Name</i>	<i>Address</i>	<i>Relationship</i>	<i>Phone</i>
-------------	----------------	---------------------	--------------

Applicant: Please Read and Sign Below

The applicant acknowledges that should he/she be hired by the Keystone Centre, then the following clauses shall be included between the applicant and the Keystone Centre:

Termination: The applicant acknowledges that his/her ability to perform the duties that will be assigned pursuant to his/her employment are the basis for the Keystone Centre entering into this agreement and cannot be demonstrated until a period of employment has elapsed. Accordingly, the applicant and the Keystone Centre agree that the first 120 days of employment period shall be probationary, and that, during that period, the applicant or the Keystone Centre may terminate the applicant's employment with no notice or pay in lieu of notice as the Keystone Centre may, in its' absolute discretion, give.

Date

Applicant's Signature

Dear Applicant:

Your application will be held in our active files for the next six months. During this time all applications will be reviewed as positions become available. Only those selected will be contacted. We thank you for your interest in our company!

For Company Use Only

Starting Date	Wage/Salary	Position	S.I.N.
---------------	-------------	----------	--------