



YMCA
We build strong kids,
strong families, strong communities.

Employment Application

Posting # _____

Complete All Sections Unless Otherwise Indicated – Please Print

Position or type of work applied for:						
What Type of Employment	Days	<input type="checkbox"/>	Permanent	<input type="checkbox"/>	Full Time	<input type="checkbox"/>
Are You Available for:	Evenings	<input type="checkbox"/>	Seasonal	<input type="checkbox"/>	Part Time	<input type="checkbox"/>
	Nights	<input type="checkbox"/>			On Call	<input type="checkbox"/>

PERSONAL	Surname:		Given Names:				
	Address:			Postal Code:			
	City:						
	Home Phone:		Work/Message:		Social Insurance #(optional):		
	Is your ability to perform your duties likely to be affected by a current or previous illness or disability? If yes, please give details.					Yes <input type="checkbox"/>	No <input type="checkbox"/>
	Have you ever been convicted of a criminal offence relevant to the position applied for? If yes, please give details. All successful candidates will be required to provide proof that they have no conviction which is related to their intended employment with the YMCA. Any employment offer will be contingent upon a successful criminal record check. Continued employment with the YMCA is dependent upon maintaining satisfactory record.					Yes <input type="checkbox"/>	No <input type="checkbox"/>
	Are you at least 15 years of age and less than 65 years of age?					Yes <input type="checkbox"/>	No <input type="checkbox"/>
	Are you legally entitled to work in Canada Yes <input type="checkbox"/> No <input type="checkbox"/>				Work Visa expiry date (if applicable): _____		
(Optional) Do you belong to one of the following equity groups? Women <input type="checkbox"/> Visible Minority <input type="checkbox"/> Persons with Disabilities <input type="checkbox"/> First Nations <input type="checkbox"/>							

Internal Applications Only	Current Position:			Division/Location:		
	Status: Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Seasonal <input type="checkbox"/> On Call <input type="checkbox"/>			Length of Service:		

EDUCATION	Name & Location of School or Institution	Course, Program, Major, etc.	Diploma/Degree/T.Q.	Date Started	Date Completed
	High School:				
	College/University:				
	Vocational, Trade, Technical:				
	Post Graduate:				
	Other Training eg. coaching, aquatics, fitness certification, etc.:				

SKILLS	Other relevant experience or skills, including volunteer and leadership roles:			
	First Aid Certificate:	Languages:	Drivers License: Class:	Computer Skills:

To be Completed by All Applicants

E X P E R I E N C E	Present or Last Employer:	From:	To:	Salary:
	Position Title:	Supervisor's Name:		
	Duties:	Supervisor's Title and Phone:		
		Notice Required:		
	Previous Employer:	From	To:	Salary:
	Position Title:	Supervisor's Name:		
	Duties:	Supervisor's Title and Phone:		
		Reason for Leaving		
	Previous Employer:	From:	To:	Salary:
	Position Title:	Supervisor's Name:		
	Duties:	Supervisor's Title and Phone:		
		Reason for Leaving:		

I hereby authorize the employer to contact present and previous employers for confidential references, as required.

Yes No

Personal Reference (only if employment reference is unavailable) Name: _____ Phone: _____
Occupation: _____

Declaration Applicable to All Applicants Including Employees

I certify that I have read the above statements. I further certify that all of the statements made by me in this application are true and complete to the best of my knowledge. I understand and agree that falsification or omission of information called for will make me subject to discharge from employment.

I understand that any employment offer will be contingent upon a successful criminal record search and that it is my responsibility to make sure this search is completed.

Signature

Date

The information you have provided will be used to determine your suitability for employment – please check it for completeness. A resume may be attached. This application will only be acknowledged if you are applying for an advertised position. Applications must be received in the appropriate office on or before closing date.