



APPLICATION FOR EMPLOYMENT

POSITION APPLYING FOR:

This form must be completed in your own handwriting. Please answer ALL questions.

PLEASE NOTE:

In the event your application with The Town of Happy Valley-Goose Bay is unsuccessful, this form will be returned to you upon request.

DECLARATION:

1. I accept that The Town of Happy Valley-Goose Bay is not obliged to offer me a position nor offer any explained or reason if my application for employment is not successful
2. In signing this application for employment, I understand that false information or omission of facts is cause for cancellation of this application or termination of employment. I agree that The Town of Happy Valley-Goose Bay, shall not be liable in any respect if my employment is terminated because of false statements or omission made by me in this application
3. I understand that information concerning my past employment history may be sought from previous employers.
4. If I am employed by The Town of Happy Valley-Goose Bay, I agree to work according to the applicable Conditions of Employment.
5. As a condition of my employment with The Town of Happy Valley-Goose Bay, I understand that I will be required to provide bank account details into which my wages/salary will be paid by direct deposit.

PERSONAL DETAILS

First Name..... Last Name

Home Address.....

City/ Town..... Post Code.....

Home Phone..... Cell Phone.....

Email.....

Date of Birth..... Legally permitted to work in Canada

CURRENT QUALIFICATIONS

QUALIFICATION	Issued By	Date of issue	Expire Date

AVAILABILITY TO WORK

(Please state the time and days you are available to work)

Monday: _____

Tuesday: _____

Wednesday: _____

Thursday: _____

Friday: _____

Saturday: _____

Sunday: _____

EMPLOYMENT HISTORY

Company Name:

Address: Phone No:

Position Held: Date Joined: Date Left:

Reason for leaving:

Name of Referee in Company:

Referee's Position in Company: Contact No:

Company Name:

Address: Phone No:

Position Held: Date Joined: Date Left:

Reason for leaving:

Name of Referee in Company:

Referee's Position in Company: Contact No:

Company Name:

Address: Phone No:

Position Held: Date Joined: Date Left:

Reason for leaving:

Name of Referee in Company:

Referee's Position in Company: Contact No:

Company Name:

Address: Phone No:

Position Held: Date Joined: Date Left:

Reason for leaving:

Name of Referee in Company:

Referee's Position in Company: Contact No:

EDUCATION

Last School Attended.....

Highest Grade Level..... Year:

Have you previously applied for a position with, or worked for The Town of Happy Valley-Goose Bay - YES/NO

If YES, when?

I hereby declare that all the answers in this personal statement are strictly correct and I have not withheld any information material to this statement. Any doctor, whether named in the said personal statement or not, who has been or who may hereafter be consulted by me shall be and is hereby authorised and directed by me, upon my being employed by The Town of Happy Valley-Goose Bay, to divulge to The Town of Happy Valley-Goose Bay or any other legally constituted Tribunal any information he/she may have acquired with regard to myself.

Name of Applicant (Please Print)

Signature of Applicant

Name of Witness (Please Print)

Signature of Witness

DATED