



# EMPLOYEE INFORMATION

PLEASE COMPLETE ALL SECTIONS BELOW

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_ Date: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Local Address (with post code): \_\_\_\_\_

Permanent Address (with post code): \_\_\_\_\_

Email: \_\_\_\_\_ T4's are emailed to you in February

Do you have a valid Driver License: Yes/No Do you have a vehicle: \_\_\_\_\_

SIN: \_\_\_\_\_ Date of Birth: Day \_\_\_\_\_ Month \_\_\_\_\_ Year \_\_\_\_\_

Work Experience (List your past job titles and approximate length of time in the position).

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Education/Training/Certifications (List education and certifications completed):

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If you have any injuries or allergies that would affect jobs you can do describe here:

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On occasion jobs require a criminal record check be conducted.

Do you have a criminal record? \_\_\_\_\_

If yes, those jobs may still accept you if the offense is not a concern to the type of work. List the offence(s) so that exceptions can be considered.

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When are you available? (date range, days of the week, times of day). Write **OPEN** if unrestricted.

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What type of work are you willing to do? (List general industry ie. office, hotel, construction, F&B)  
Write **OPEN** if unrestricted.

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