

# EMPLOYMENT APPLICATION



## FOR OFFICE USE ONLY

Dept.	District
Position	Rate

## 1. PERSONAL DETAILS

Last Name:	First:	Middle:
Street Address:	Home Phone:	
City:	Province:	Postal Code:
How long at present address?		
Position Applying For:	Preferred Location:	
Employment Type	<input type="radio"/> Full Time <input type="radio"/> Part Time <input type="radio"/> Temporary/Relief <input type="radio"/> Co-op/Other	
Were you previously employed by Christian Horizons? <input type="radio"/> Yes, Date(s) <input type="radio"/> No		
Date available to work		
List any relatives or friends working for Christian Horizons or serving on its Board of Directors:		
Name:	Relationship:	
Name:	Relationship:	
Name:	Relationship:	
Name:	Relationship:	
Name:	Relationship:	

**2. EDUCATION PLEASE** COMPLETE ANY APPLICABLE SECTIONS OF THE FOLLOWING CHART

	COURSE OF STUDY	YEARS COMPLETED	DID YOU GRADUATE	DIPLOMA/DEGREE
HIGH SCHOOL				
TRADE / BUSINESS SCHOOL				
COLLEGE OR UNIVERSITY				
GRADUATE SCHOOL				
<p>HAVE YOU WORKED IN THE DEVELOPMENTAL SERVICES FIELD? <input type="radio"/> YES <input type="radio"/> NO</p> <p>TYPE: _____ HOW LONG? _____</p>				
<p>SOCIAL SERVICES EXPERIENCE (DESCRIBE ANY AND ALL QUALIFICATIONS):</p>				
<p>HAVE YOU BEEN CONVICTED OF A CRIMINAL OFFENCE FOR WHICH A PARDON HAS NOT BEEN GRANTED? (A CONVICTION RECORD WILL NOT NECESSARILY BE A BAR TO EMPLOYMENT.)</p> <p><input type="radio"/> NO <input type="radio"/> YES - IF YES , PLEASE DESCRIBE IN FULL DETAIL:</p>				
<p>ARE YOU 18 YEARS OF AGE OR MORE? <input type="radio"/> YES <input type="radio"/> NO</p>				
<p>ARE YOU LEGALLY ELIGIBLE TO WORK IN CANADA? <input type="radio"/> YES <input type="radio"/> NO</p>				

**WORK EXPERIENCE**

LIST PRESENT AND FORMER EMPLOYERS FOR THE LAST 10 YEARS BEGINNING WITH THE MOST RECENT

NAME & ADDRESS OF COMPANY	SUPERVISOR	DESCRIBE YOUR WORK	LAST WAGES	DATE STARTED	DATE LEFT	REASON FOR LEAVING

WHY DO YOU WISH TO WORK FOR CHRISTIAN HORIZONS?

AS PART OF ITS EVALUATION OF MY SUITABILITY FOR EMPLOYMENT, I AUTHORIZE CHRISTIAN HORIZONS TO CONTACT MY FORMER EMPLOYERS OR PERSONAL INDIVIDUALS FOR REFERENCES

YES  NO

**EMPLOYMENT AND PERSONAL REFERENCES**

	NAME AND ADDRESS	TELEPHONE	YEARS KNOWN
EMPLOYMENT			
EMPLOYMENT			
PERSONAL			
PERSONAL			

**APPLICANTS CERTIFICATION** PLEASE READ CAREFULLY BEFORE SIGNING.

I CERTIFY THAT, TO THE BEST OF MY KNOWLEDGE, THE ANSWERS GIVEN BY ME TO THE FOREGOING QUESTIONS AND THE STATEMENTS MADE BY ME IN THIS APPLICATION ARE CORRECT AND COMPLETE. I UNDERSTAND THAT MISREPRESENTATION OR OMISSION OF FACTS IN THIS APPLICATION MAY LEAD TO MY DISCHARGE

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APPLICANT S SIGNATURE

DATE

**SEND THIS APPLICATION TO:**

Christian Horizons

25 Sportsworld Crossing Road, Kitchener, ON N2P 0A5

Fax: 519-650-8984

<b>DO NOT WRITE BELOW</b> - OFFICE USE ONLY		
Interview? <input type="radio"/> Yes <input type="radio"/> No	Date:	Time:
Interviewed by:		
Results of Interview:		
Results of References:	Pastor:	Employer:
Hire? <input type="radio"/> Yes <input type="radio"/> No	Position:	Weekly Rate:
Sessions:	Appendix D & E:	
SIN:	DOB:	
Letter of Employment:	Medical Form:	Criminal Reference:
Bank Authorization:	TD1:	Insured Driver: