

# Employment Application Form



The personal information on this form is collected and shared in compliance with the Freedom of Information and Protection of Privacy Act to determine an applicant's eligibility for employment. Applications will be kept on file for a period of three months. For prompt and proper consideration, complete this form entirely and legibly.

**Submit Application -**

*In person:*

13687 62nd Ave, Surrey, BC V3X 0B5

*Email:*

[HRDesk@suncreekvillage.ca](mailto:HRDesk@suncreekvillage.ca)

**POSITION APPLIED FOR:**

Date Available: \_\_\_\_\_

Surname: _____		First Name: _____	
Address: _____		City: _____	Postal Code: _____ - _____ Province: _____
Phone #: ( ) _____, ( ) _____		Email: _____	
Legal Status to Work in Canada:		<input type="checkbox"/> Canadian Citizen,	<input type="checkbox"/> Work Permit, <input type="checkbox"/> Other:
		<input type="checkbox"/> Landed Immigrant/Permanent Resident	_____

<b>Type of Employment Desired:</b>	<input type="checkbox"/> Full Time	<input type="checkbox"/> Part time	<input type="checkbox"/> Casual
<b>Shift Availability:</b>	<input type="checkbox"/> Days,	<input type="checkbox"/> Evenings,	<input type="checkbox"/> Nights, <input type="checkbox"/> Weekends, <input type="checkbox"/> Stat Holidays
<b>Currently Working:</b>	<input type="checkbox"/> Full Time,	<input type="checkbox"/> Part time,	<input type="checkbox"/> Casual, <input type="checkbox"/> Not Working

**Professional Association/Registration** as applicable      **Registration #**      **Province**

Have you ever been subject to professional review?       Yes,       No

## Required Documentation - Do You Have Your:

CPR/First Aide:  No       Yes - Expiry: \_\_\_\_\_      TB Test:  Yes,  No  
Foodsafe:  No       Yes - Expiry: \_\_\_\_\_      Violence Prevention:  Yes,  No  
WHMIS:  No       Yes - Expiry: \_\_\_\_\_      Flu Shot:  Yes,  No

## REFERENCE CHECK AUTHORIZATION

I, the undersigned, consent to SunCreek Village or it's agents making enquiries and obtaining reports regarding my employment and/or education history.

Name (print): \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_

## References:

Name/Position: _____	Phone: _____	Email: _____
Name/Position: _____	Phone: _____	Email: _____
Name/Position: _____	Phone: _____	Email: _____

**Education**

	<i>Name and Location of Institution</i>	<i>Degree/Diploma/Grade Completed</i>	<i>Year</i>
<i>High School:</i>	_____	_____	_____
<i>Post Secondary:</i>	_____	_____	_____
	_____	_____	_____
<i>Related Courses:</i>	_____	_____	_____
	_____	_____	_____

**Employment History** *(Start with the most recent - attach additional sheet if necessary)*

Employer: _____	Start & End Dates: _____
Address: _____	Phone: _____
Position /Duties: _____	Average worked hrs/week: _____
Supervisor: _____	Reason for Leaving: _____
Employer: _____	Start & End Dates: _____
Address: _____	Phone: _____
Position /Duties: _____	Average worked hrs/week: _____
Supervisor: _____	Reason for Leaving: _____
Employer: _____	Start & End Dates: _____
Address: _____	Phone: _____
Position /Duties: _____	Average worked hrs/week: _____
Supervisor: _____	Reason for Leaving: _____

**We would like to get to know you**

How did you hear about Suncreek Village? \_\_\_\_\_

Do you have any relatives that live at Suncreek Village?

Yes,

No

Do you have any relatives employed by Suncreek Village?

Yes,

No

What are your special interests, talents that you would like to share?

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Please provide any additional information you feel is relevant to the job you are applying for:

*i.e Volunteer experience, special skills, other training*


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I understand that conditions of employment include items such as Criminal Record Check, Medical Clearance, etc for which fees apply that are the responsibility of me, the applicant. I understand and agree that any false information provided in this application may be cause for denial or dismissal of employment.

Name (print): \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_