



EMPLOYMENT APPLICATION

5118 50 Avenue
 Leduc, AB T9E 6V4
 Phone: 780.986.2814
 Fax: 780.986.4881

PERSONAL DATA			
NAME: _____		TELEPHONE: (____) _____	
ADDRESS: _____		POSTAL CODE: _____	
POSITION APPLIED FOR: _____	WHEN AVAILABLE: _____	RATE DESIRED: _____	
FULL TIME <input type="checkbox"/> PART-TIME <input type="checkbox"/>		TIMES AVAILABLE: _____ SHIFTWORK? _____	
LANGUAGES OTHER THAN ENGLISH SPOKEN _____		WRITTEN _____	
EDUCATION			
<input type="checkbox"/> PUBLIC SCHOOL	NAME/CITY: _____	FROM _____	TO _____
<input type="checkbox"/> HIGH SCHOOL	_____	_____	_____
<input type="checkbox"/> COLLEGE/UNIVERSITY	_____	_____	_____
<input type="checkbox"/> OTHER COURSES	_____	_____	_____
EXPERIENCE LIST MOST RECENT EMPLOYER FIRST			
DATES	COMPANY & ADDRESS	POSITION	REASON FOR LEAVING
FROM	NAME	TITLE	
TO	ADDRESS	SUPERVISOR	
FROM	NAME	TITLE	
TO	ADDRESS	SUPERVISOR	
FROM	NAME	TITLE	
TO	ADDRESS	SUPERVISOR	
COMMENTS OTHER PERTINENT INFORMATION, EXPERIENCE AND EDUCATION			
REFERENCES CHARACTER REFERENCES (PERSONS WHO KNOW YOU WELL, OTHER THAN RELATIVES)			
NAME	OCCUPATION	RELATIONSHIP	TELEPHONE NUMBER

I certify that all statements made in this application are, to the best of my knowledge, correct. I accept the requirement, and will provide, a criminal records check. I acknowledge the right of Leduc Regional Housing Foundation to verify the information provided in this application. Should any statement be proved inaccurate, I understand Leduc Regional Housing Foundation may cancel my employment.

SIGNATURE: _____ DATE: _____

FOR OFFICE USE ONLY			
Position: _____		Start Date: _____	
Hours of Work: _____		Probationary Period: _____	
Benefits: _____		Step: _____ Wage: _____ per _____	
S.I.N.: _____		Name Tag: _____	
Criminal Record Check (4): _____		TD1 attached (4): _____	
VOID cheque attached (4): _____		Requested By: _____	
Date: _____		Manager/Supervisor	
Approval By: _____		Executive Director	
Date: _____			

This personal information is being collected under the authority of the Alberta Housing Act and will be used for the purpose of administering the housing program. It is protected by the privacy provisions of the *Freedom of Information and Protection of Privacy Act*.