



City of Welland
Corporate Services
 Human Resources Division
 60 East Main Street, Welland, ON L3B 3X4
Phone: 905-735-1700 Ext. 2271 | **Fax:** 905-734-7608
Email: hr@welland.ca | www.welland.ca

Employment Application

POSITION APPLIED FOR

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PERSONAL DATA

Last Name		Given Name(s)	
Street Address			Apartment/Unit #
City	Province	Postal Code	
Home Phone		Cell Phone	
Email			
Are you legally able to work in Canada?		YES	NO
If you are applying for a position which requires regular use of a vehicle, please respond to the next question:			
Do you have a valid Driver's License?	YES	NO	Class:

EDUCATION

School	Course of Study	Highest Grade/Level Completed	Did you graduate?		Diploma or Degree?
High School			YES	NO	
College			YES	NO	
University			YES	NO	
Business/Trade School			YES	NO	
Other Courses, Workshops, Seminars					
Other Licenses, Certificated, Degrees					

WORK RELATED SKILLS

Describe any of your work related skills, experience, or training that relate to the position being applied for:

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PREVIOUS EMPLOYMENT

Company		Phone		
Address		Type of Business		
Job Title		Last Salary \$		
Functions/Responsibilities				
From	To	Reason for Leaving		
May we contact your previous supervisor for a reference?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	Supervisor Contact
Company				
Company		Phone		
Address		Type of Business		
Job Title		Last Salary \$		
Functions/Responsibilities				
From	To	Reason for Leaving		
May we contact your previous supervisor for a reference?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	Supervisor Contact
Company				
Company		Phone		
Address		Type of Business		
Job Title		Last Salary \$		
Functions/Responsibilities				
From	To	Reason for Leaving		
May we contact your previous supervisor for a reference?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	Supervisor Contact

Have you attached any additional documents? YES NO

DISCLAIMER AND SIGNATURE

I hereby declare that the information on this form is true and complete to my knowledge. I understand that a false statement may disqualify me from employment, or cause my dismissal.

Signature		Date
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The City of Welland is an equal opportunity employer that is committed to inclusive, barrier-free recruitment and selection processes. The City of Welland is committed to accommodating persons with disabilities. Should you require any accommodations, we will work to meet your needs.

All applications will be held in strict confidence. We thank all applicants, however, only those selected for an interview will be contacted. No phone calls please.

Personal information is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act and will be used for employment assessment purposes only.