



Part-Time Employment Application

We thank all applicants. Only those selected for an interview will be contacted. Print clearly and answer all questions. Resumés strongly recommended.

Upon receiving advance notification, accommodation will be provided in all aspects of the hiring process as required under the City of Vaughan’s Accessibility Policy.

Last Name: _____ First Name: _____ Initials: _____

Address: _____ Apt.#: _____

City: _____ Postal Code: _____

Telephone: () Other: () Email: _____

Yes No Are you legally eligible to work in Canada?

Yes No Do you have a valid Social Insurance Number? Refer to vaughan.ca for more details.

Yes No Will you be between the ages of 16 and 64 for the duration of the program? (You must be 16 years of age to work for Recreation Services)

Yes No Are you presently employed in any other position by the City of Vaughan? If yes, position and location: _____

Yes No Have you been employed in the past by the City of Vaughan? If yes, position and location: _____

Yes No Do you have your current Standard First Aid Certificate and CPR-C? If yes, Expiry Date: _____ Attach photocopy. _____ MM/YY

Yes No Do you have your current Police Vulnerable Sector Check? If yes, Issue Date: _____ Attach photocopy. _____ MM/YY

Position Applying For:	Program Applying To:	Preferred Locations:
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Education: Highest Grade Completed: _____ School: _____

Employment History: List any volunteer or paid positions you’ve held related to the position you are applying for. Begin with the most recent.

Employed by: _____ Position: _____ Employed from _____ to _____
MM/YY MM/YY

Employed by: _____ Position: _____ Employed from _____ to _____
MM/YY MM/YY

Qualifications: List all qualifications/certificates related to the position applying for. Attach photocopies.

Qualifications/Certificates: _____ Expiry Date: _____
MM/YY

Qualifications/Certificates: _____ Expiry Date: _____
MM/YY

Other Related Interests or Skills: _____

I hereby certify the above information is complete and accurate to the best of my knowledge and I authorize the City of Vaughan to make such inquiries as may be deemed necessary in the processing of my application for employment. A vulnerable sector check is a requirement for positions where the duties require working directly with children and/or vulnerable adults. It is understood and agreed any misrepresentation made by me in connection with this application may be sufficient cause for cancellation of the application or, if I have been employed, cause for separation.

Personal information on this form is collected pursuant to the Municipal Act, 2001, S.O. 2001 c.25, as amended and will be used for the purpose of determining eligibility for employment with the Corporation of the City of Vaughan. Questions about this collection should be directed to the Director of Recreation Services, City of Vaughan, 2141 Major Mackenzie Drive, Vaughan, Ontario, L6A 1T1, 905.832.8500.

Signature: _____ Date: _____

MM/DD/YY

Submit completed applications to the Recreation Services. Visit vaughan.ca for more information including submission options.