

Part-Time Employment Application

Email the completed application form & supporting documents to recjobs@vaughan.ca OR drop-off to any Vaughan community centre or City Hall (attention: Recreation Services). For more information & job postings, visit vaughan.ca/RecJobs.

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.

First Name: _____ Last Name: _____

Full Address: _____

Main Phone #: _____ Other Phone #: _____

Email Address: _____

- Yes No Are you legally eligible to work in Canada?
- Yes No Will you be a minimum of 16 years of age for the duration of the program?
- Yes No Do you have a valid Social Insurance Number?
- Yes No Do you have your current Standard First Aid & CPR-C certification? If yes, Expiry Date: _____ Attach photocopy.
MMM-YYYY
- Yes No Do you have your current Police Vulnerable Sector Check? If yes, Issue Date: _____ Attach photocopy.
MMM-YYYY
- 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: _____

| Position Applying For: | Program Applying To: | Preferred Locations: |
|------------------------|----------------------|----------------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

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 _____ MMM-YYYY MMM-YYYY |
| Employed by: _____ | Position: _____ | Employed from _____ to _____ MMM-YYYY MMM-YYYY |

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

| | |
|------------------------------------|--------------------------------|
| Qualifications/Certificates: _____ | Expiry Date: _____ MMM-YYYY |
| Qualifications/Certificates: _____ | Expiry Date: _____ MMM-YYYY |

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:** _____