



5. Safety Courses Completed within the past 3 years. (Attach copies of Certificates to your application)

Name of Course	Provided by		Date Obtained

6. Previous Employment (Account for **all periods since leaving school** commencing with most recent period of employment.)  
**A resume may be provided; however, all information requested below is required.**

Employer / Location		Position Held	Date Started	Date Finished	Reason for Leaving

7. References (Former Supervisors - **PLEASE INCLUDE YOUR MOST RECENT EMPLOYER/SUPERVISOR AND/OR EDUCATIONAL INSTITUTION.**)

1. Name _____	2. Name _____
Organization _____	Organization _____
Mailing Address _____	Mailing Address _____
_____	_____
Position _____	Position _____
Phone No. _____	Phone No. _____
E-mail address: _____	E-mail address: _____
Was this person your direct supervisor Yes ____ No ____	Was this person your direct supervisor Yes ____ No ____

**8. Drivers License**

Do you hold a valid drivers license? Yes \_\_\_\_\_ No \_\_\_\_\_

Class \_\_\_\_\_ Endorsements \_\_\_\_\_

I have experience operating the following equipment. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**You may be required to provide a copy of a Drivers Abstract if selected for employment.**

**9. Use this space for any additional information in connection with your application.**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**10. Are you currently employed by the above group of companies (page 1)? Yes \_\_\_\_\_ No \_\_\_\_\_**

**If "Yes" indicate Current Position \_\_\_\_\_ and Most Recent Date of Hire \_\_\_\_\_**

**11. Declaration**

I declare that the information provided by me to the foregoing questions and statements are true and correct. I agree that "The Company". shall not be liable if my employment is terminated because of any false statement, answer, or omission made by me on this application form. I agree to submit to a medical examination, if hired. I also authorize all organizations, schools, or persons to release any information they may have concerning me and hereby release such organizations, schools, or persons from all liability that may result from such inquiries.

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

**PLEASE ENSURE THAT YOU HAVE ATTACHED COPIES OF ALL DOCUMENTS AND CERTIFICATES REQUESTED. INCOMPLETE APPLICATIONS MAY NOT BE CONSIDERED. PLEASE REFER TO THE ATTACHED CHECKLIST.**

**Applications may be mailed or emailed using the contact information on the top of this application form.**



### **Application Checklist**

- \_\_\_ **1.** All new employees with “The Company” must have **completed their High School or Equivalent**, and are **required to provide a copy of a document** that demonstrates that level of education. Please do not submit your application without the required documentation.  
*Definition of “High School or Equivalent”*  
An application is considered to have “High School or Equivalent” if they are in possession of any of the following:
  - a. A regular High School Diploma or transcript that indicates “Graduation”
  - b. A GED Certificate
  - c. An “Adult Basic Education” certificate from a recognized educational institution
  - d. A Certificate/Diploma of Vocational Education of at least 9 months duration from a recognized post-secondary institution
  
- \_\_\_ **2.** If you have a Red Seal Certification you must attach a copy of that certificate.
  
- \_\_\_ **3.** Attach copies of any certificates for Safety Courses that you have completed that are still valid.
  
- \_\_\_ **4.** Provide the names of two references that were your recent supervisors. If you have not worked previously, please provide the names of a former instructor or teacher.  
**Please do not provide the names of relatives or close friends.**  
We recommend contacting your references in advance to ensure they are willing to provide a reference.
  
- \_\_\_ **5.** If you have a valid Drivers License (and any endorsements) please attach a copy of those documents as well.
  
- \_\_\_ **6.** If you are applying for work as a Heavy Equipment Operator, please attach documentation from your training program that clearly indicates the actual pieces of heavy equipment of which you have been trained.
  
- \_\_\_ **7.** If an advertised position is requesting a specific amount of experience in a certain type of work, please be sure to outline that information in Section 6 of the application form.
  
- \_\_\_ **8.** Review your application to ensure that you have provided all of the information requested.
  
- \_\_\_ **9.** Sign your application.