



APPLICATION FOR EMPLOYMENT / VOLUNTEER

833-9th St. S.W. High River, AB T1V 1C3 403-652-8600

Email: cadmin@westwindscommunities.ca

Employment

Volunteer

Position Applied For:		Type of Work:	Full Time <input type="checkbox"/>	Part Time <input type="checkbox"/>	Temporary <input type="checkbox"/>
			Event Related <input type="checkbox"/>	Casual <input type="checkbox"/>	
Competition No:		Date Available:			
Shift Availability (check all that apply):		English language proficiency (Oral and written):		<input type="checkbox"/> Beginner <input type="checkbox"/> Intermediate <input type="checkbox"/> Expert	
Days <input type="checkbox"/>	Evenings <input type="checkbox"/>				
Nights <input type="checkbox"/>	Weekends <input type="checkbox"/>				

PERSONAL

Legal Name:					
Address					
Phone:		Cell Phone:			
Have you previously been employed / volunteered with Westwinds Communities?	<input type="checkbox"/> Yes	If yes, at what community:			
	<input type="checkbox"/> No	Position:			
		Last day of Work:			
Do you have any relatives employed / volunteering with Westwinds Communities?					Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, please provide the relative's name:					
Are you 18 years of age or over and legally able to work in Canada? Yes <input type="checkbox"/> No <input type="checkbox"/>					

EDUCATION (Optional for Volunteers)

	Name and Location	Degree, Diploma or Certificate Completed	Year Completed
High School			
Post Graduate / Vocational			
Professional Development			

EMPLOYMENT HISTORY (Begin with most recent, Optional for Volunteers)

Name of Employer:	Address:	Telephone:	Name of Supervisor:
Reason for Leaving:		Start Date:	Finish Date:
Employment Status: FT <input type="checkbox"/> PT <input type="checkbox"/> Casual <input type="checkbox"/> Other <input type="checkbox"/>		Position Held:	

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Reason for Leaving:		Start Date:	Finish Date:
Employment Status: FT <input type="checkbox"/> PT <input type="checkbox"/> Casual <input type="checkbox"/> Other <input type="checkbox"/>		Position Held:	

OTHER EXPERIENCE: Identify any other experience you have acquired which you feel makes you specifically suited for employment and or volunteering with Westwinds Communities. Volunteers please include hobbies, speciality skills and languages spoken. (Attach Resume)

Are you able to safety lift 50lbs/23 Kg?

Yes No

APPLICANT'S DECLARATION – PLEASE READ CAREFULLY AND BE SURE APPLICATION FORM HAS BEEN FILLED OUT CORRECTLY AND COMPLETELY

1. The information given in this application is accurate and complete, and I understand that any misrepresentation or omission may be cause for withdrawal of any job offer; or may result in my termination of employment or volunteerism with Westwinds Communities with cause and without notice or compensation.
2. I authorize relevant organizations to release to Westwinds Communities or any of its agents, information relating to my employment history, education and/or other job related experience.
3. I understand that my Initial and continued employment with Westwinds Communities may be contingent upon results of a medical examination and other screening processes which I may be requested to have periodically scheduled.
4. I understand that if employed, my employment is conditional upon the successful completion of the applicable probationary period and acceptance of my criminal records check.
5. I understand that Westwinds Communities supports a smoke free work environment and I agree to abide by all smoking restrictions.

Items 2, 3 and 4 are not relevant to volunteers.

Signature of Applicant	Date
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FOR EMPLOYER USE ONLY

Date Received:	Reason for In-eligibility for employment or volunteerism:	
Eligible for employment or volunteerism	<input type="checkbox"/> Yes	
	<input type="checkbox"/> No	