

Application for Employment

498 Henderson Drive Regina, SK S4N 6E3
 Phone: 306.525.0175 Fax: 306.525.1542
 www.scsaonline.ca

Position Applied for: _____

Preferred Location: _____

PERSONAL DATA

Name: _____
 Surname First Middle

Address: _____
 Street City & Prov. Postal Code

Telephone: _____
 Residence Cellular Business

Email: _____

EDUCATION AND TRAINING

	Name and Location of Institution	Field of Study	Grade/Diploma/Degree and Year Completed
High School/GED			
Commercial, Trade or Technical Training			
College/University			
Other Continuing Education			

Professional Qualifications/
 Memberships/Licenses if applicable:
Copies of most relevant education certificates are required

If applying for a position requiring a driver's licence, please complete the following:
 Do you have a valid driver's licence? Yes No Class: _____ Province _____

Employment Application

EMPLOYMENT HISTORY (begin with most recent)	
Company Name, Address, Phone	
Immediate Supervisor	
Position	
Duties	
Employed	From: DD/MM/YYYY To: DD/MM/YYYY
Reason for Leaving	
Company Name, Address, Phone	
Immediate Supervisor	
Position	
Duties	
Employed	From: DD/MM/YYYY To: DD/MM/YYYY
Reason for Leaving	
Company Name, Address, Phone	
Immediate Supervisor	
Position	
Duties	
Employed	From: DD/MM/YYYY To: DD/MM/YYYY
Reason for Leaving	

EMPLOYMENT REFERENCES (three)			
Name and Address	Telephone	Years Known	Position or Occupation

May we contact your **present** employer for a reference? Yes No

May we contact your **previous** employers for a reference? Yes No

If no, please state reason:

CRIMINAL RECORDS SEARCH

Have you ever been convicted of an offence or do you currently have any charges pending under *The Criminal Code of Canada, The Narcotics Control Act, or The Food and Drugs Act*? Yes No

If **Yes**, please indicate the nature of the offence(s), the date(s) and place(s), and the sentences imposed (if applicable).

If offered a position, I will at my own expense provide the results of a criminal records search by the RCMP or City Police.

Employment shall be contingent upon receipt of the criminal record check that is satisfactory to the SCSA.

DECLARATION

It is understood and agreed that the SCSA may at any time seek verification of the above and further information in considering my suitability for a position at the SCSA. I hereby request and authorize anyone approached by the SCSA, its employees and agents, to provide them with any and all information requested to the best of their ability. I hereby release the SCSA, its employees and agents, and anyone providing information pursuant to a request from the SCSA to provide information about me, from any and all claims whatsoever which may arise as a result of the release of such information. I understand and agree that any omission, false or misleading statement may disqualify me from employment or result in dismissal. A photographic copy of this authorization shall be as valid as the original.

Date

Signature of Applicant

Please return to: Human Resources
Saskatchewan Construction Safety Association
498 Henderson Drive
Regina, SK S4N 6E3