

# APPLICATION FOR EMPLOYMENT

Please complete all sections. Incomplete applications will not be considered.		BULLETIN #
Type of employment requested: <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Temporary <input type="checkbox"/> Casual /Relief	Job category: <input type="checkbox"/> Youth Care <input type="checkbox"/> Teacher <input type="checkbox"/> Education Assistant <input type="checkbox"/> Clinical <input type="checkbox"/> Administrative / Accounting <input type="checkbox"/> Cultural <input type="checkbox"/> Other <hr style="width: 100px; margin-left: 0;"/>	Your availability: <input type="checkbox"/> Days <input type="checkbox"/> Evenings <input type="checkbox"/> Nights <input type="checkbox"/> Shift-work <input type="checkbox"/> Weekends <input type="checkbox"/> Summer
Last Name	Given Names	
Full Address including postal code		Phone Number
Have you worked at Marymound before? If yes, what was the reason for leaving?  <input type="checkbox"/> Yes <input type="checkbox"/> No	Are you legally entitled to work in Canada?  <input type="checkbox"/> Yes <input type="checkbox"/> No	How did you hear about Marymound?
Voluntary Declaration – Marymound is committed to building a dynamic, diverse workforce. Please check any of the following designated employment equity groups that apply:  <input type="checkbox"/> Female <input type="checkbox"/> Indigenous (e.g. Status Indian, First Nation, non-status Indian, Métis, Inuit) <input type="checkbox"/> Visible Minority (Other than Indigenous) <input type="checkbox"/> Physical or Mental Disability (Long-term or recurring physical/mental impairment – visible or non-visible disability)		
Education and Training		
Level	Name and location of educational institution	Highest grade completed or certificate, degree or diploma attained
High School		
College		
University		

Please complete all sections of this application in ink. If more space is required, please use the back of this form or attach additional sheet.

**Current and Previous Employment (previous employers may be contacted for verification)**

Dates				Name/Address of Employer	Position Title / Duties	Reason for Leaving
From		To				
MO	YR	MO	YR			

**Additional Information**

Please answer the following ***if the position you are applying for involves working directly with youth:***

- Yes     No    Are you physically able and prepared to perform manual tasks such as reaching, bending, cleaning?
- Yes     No    Are you willing to use CPI approved (Non-Violent Crisis Intervention) physical restraints as a last resort?
- Yes     No    Are you on medication which may cause a concern operating machinery or impair decision making?
- Yes     No    Are you mentally fit to work with high risk youth suffering from addictions and/or mental health concerns?
- Yes     No    Are you able to work in emotional, crisis situations?
- Yes     No    Are you physically able to lift, carry, push or pull up to 25 lbs?
- Yes     No    Are you willing to participate actively with youth at special celebrations and other spiritual and cultural activities?
- Yes     No    Are physically able to climb stairs, to crouch, and to kneel/sit on the floor when engaging in child/youth centered activities.
- Yes     No    Are you willing to be away from home (up to six days per trip) to take youth to summer camp?
- Yes     No    Do you have a valid Class 5 driver's license?
- Yes     No

Additional information you feel would be helpful in evaluating your application:

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### References

References must be personally familiar with your professional credentials (minimum 2) 1 **must** be current direct supervisor

Name	Position title / Place of employment	Telephone number

### Declaration

I declare that the foregoing statements are correct to the best of my knowledge. I understand that any misrepresentation or omission may disqualify me from employment or be cause for my dismissal. If employed, I agree to abide by the policies, procedures and working conditions established by Marymound Inc. I hereby authorize Marymound Inc. to contact my references as supplied above. Marymound Inc. may obtain information concerning my past employment history, performance and/or any other information relevant to my employment at Marymound Inc.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Note:** Employment at Marymound is dependent on a satisfactory Criminal Record Check and Child Abuse Registry Check. Marymound Inc. reserves the right to make a thorough investigation regarding information pertaining to a potential employee that is deemed pertinent to the position being sought. Information gathered during a reference check will be used solely to determine suitability, eligibility or qualifications for employment at Marymound and will be completed and retained in confidence by Marymound.

### Emergency Contact Information

In the event of an emergency, please contact:

Name: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_

This personal information is being collected solely for recruitment and selection purposes. It is protected by the protection of privacy provisions of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection, contact the Director, Human Resources and Organizational Development at 204-336-5516 or refer to our website: [www.marymound.com](http://www.marymound.com)

**Attach resume and cover letter, quoting the bulletin number of the position for which you are applying.**