



Part-time Recreation Worker Employment Application

Committed to employment equity, the City of Toronto encourages applications from Aboriginal persons, persons with disabilities, members of visible minority groups and women. Accommodation will be provided in all parts of the hiring process as required under the City's Employment Accommodation Policy. Applicants need to make their needs known in advance.

**Please be advised that applications will not be acknowledged.
Applicants to be interviewed will be notified.**

For Office Use Only

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Please print clearly and answer all questions.

Last Name: _____ First Name: _____ Initial: _____

Address: _____ Apt. # _____ City: _____ Province: _____ Postal Code: _____

Telephone: () _____ Other: () _____

- Yes No Will you be 14 years of age or older for the duration of the program?
- Yes No Are you presently employed in any other position by the City of Toronto? If yes, position and location: _____
- Yes No Have you been employed in the past by the City of Toronto or any of its former municipalities? If yes, position and location: _____
- Yes No Are you legally eligible to work in Canada?
- Yes No Do you have a valid Social Insurance Number?
- Yes No Do you have your current First Aid Certificate? If yes, Emergency Standard Name of certificate: _____
- Yes No Do you have the use of a car?

Complete **one application form** for **each position, District and season** that you are applying for. Attach your **resume** to each application form.

Position applying to: (be specific)	Program applying to:
District applying to: (choose one) North York District Etobicoke York District Scarborough District Toronto & East York District	
Closest intersection to your home:	Preferred location(s):

Season applying for: (choose one)	Fall/Winter/Spring Application Due Date: August 16th		Summer Application Due Date: February 14th												
Dates and times available to work:	Sun.	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.	Sun.	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.	
	Morning:							Morning:							
	Afternoon:							Afternoon:							
	Evening:							Evening:							

Applications received after the due date will be accepted and may be considered.

EMPLOYMENT HISTORY

List below any volunteer or paid positions you have held related to the position you are now applying for, and begin with the most recent.

Employed By: _____ Position: _____ Dates: Employed From _____ To _____

Employed By: _____ Position: _____ Dates: Employed From _____ To _____

QUALIFICATIONS

Please list qualifications/certificates related to the position for which you are applying. **Note: Attach photocopies.**

Qualifications/Certificate _____ Expiry Date _____

Qualifications/Certificate _____ Expiry Date _____

EDUCATION	Years Completed	Certificate/Diploma Received
High School _____	1 2 3 4	Yes No
College _____ Area of Specialty _____	1 2 3 4	Yes No
University _____ Area of Specialty _____	1 2 3 4	Yes No
Other _____ Area of Specialty _____	1 2 3 4	Yes No

HOW WERE YOU REFERRED TO US?

City of Toronto Web site School District Facility Job Fair Library Word of Mouth Pamphlet Other, please specify: _____

Relatives of City of Toronto employees will be considered for employment as part-time recreation staff based solely on their qualifications, and if employed, must comply with requirements of the City's *Employment of Relatives* policy.

I hereby certify that the above information is complete and accurate to the best of my knowledge and I authorize you to make such inquiries as may be deemed necessary in the processing of my application for employment. It is understood and agreed that any misrepresentation made by me in connection with this application is sufficient cause for cancellation of the application or termination of my employment. A police reference check is a requirement for positions where the duties require working directly with children and/or vulnerable adults. Consent to conduct the check will be requested from successful applicants before a final offer of employment is made. The personal information on this form is collected under the authority of the *City of Toronto Act, 2006*, s. 136 and Article IV, of Chapter 169, of the Municipal Code and will be used to determine eligibility for employment. Questions about the collection of this information may be directed to the Manager of Staff Support, 399 The West Mall, Toronto, Ontario, M9C 2Y2 or by telephone at 416-394-5460.

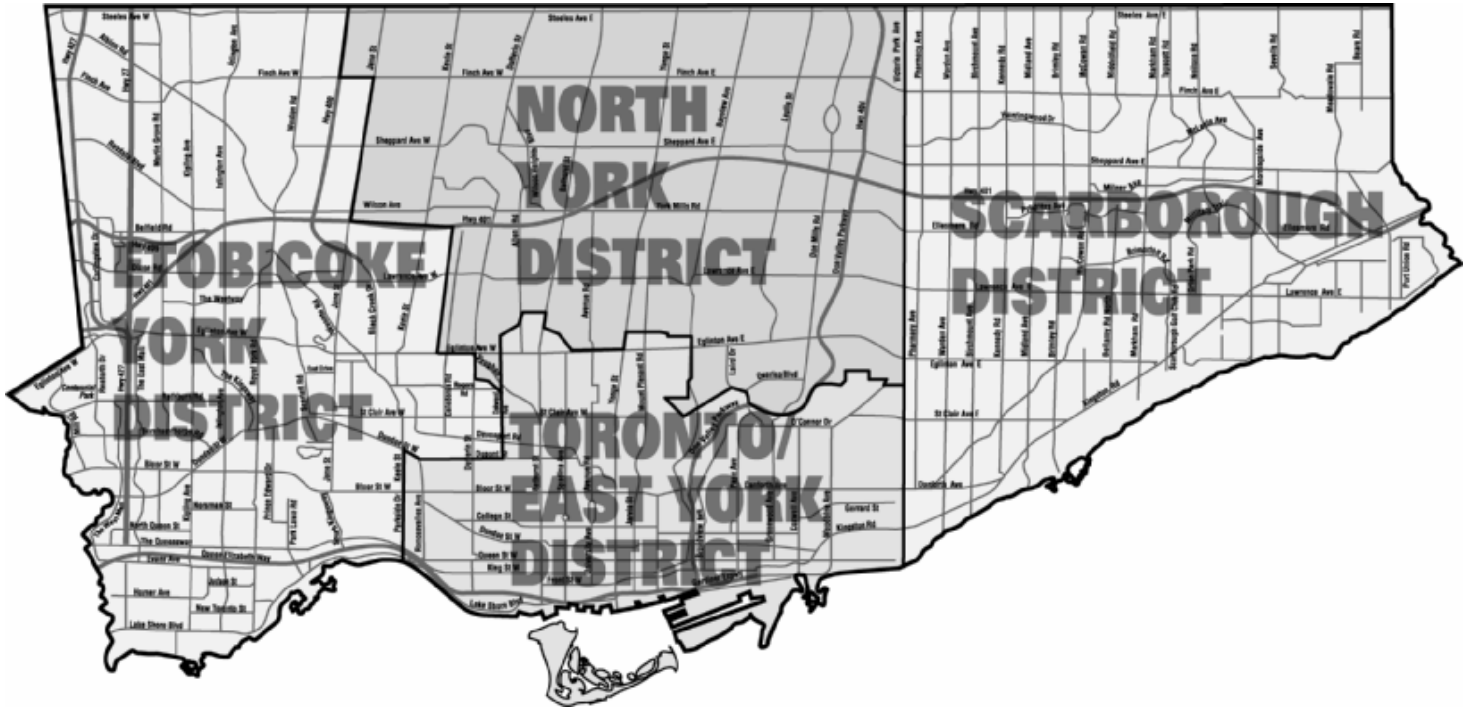
Signature: _____ Date: _____

Send your application and resume by mail, or fax to:

<p>North York District North York Civic Centre Attention: Recruitment Co-ordinator 5100 Yonge Street, 3rd Floor Toronto, ON M2N 5V7 Fax: 416-395-7886</p>	<p>Etobicoke York District Etobicoke Civic Centre Attention: Recruitment Co-ordinator 399 The West Mall Toronto, ON M9C 2Y2 Fax: 416-394-8574</p>	<p>Scarborough District Scarborough Civic Centre Attention: Recruitment Co-ordinator 150 Borough Drive 5th Floor Toronto, ON M1P 4N7 Fax: 416-396-5121</p>	<p>Toronto & East York District Metro Hall Attention: Recruitment Co-ordinator 55 John Street, 7th Floor Toronto, ON M5V 3C6 Fax: 416-392-0023</p>
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**Questions? Call the Hiring Now Hotline
 416-338-JOBS (5627)**

FAX ALERT: Sending personal information by fax is not a secure means of transmission. It is recommended you complete and return the application form by regular mail.



Check us out on the web

www.toronto.ca/hiringnow

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