



**Fort Vermilion
School Division**

General Application Form

To be completed if you do not have a current resume. Email to hr@fvsd.ab.ca or drop off at a school.

| PERSONAL INFORMATION | |
|--------------------------------|---------------|
| Full Name: | Phone Number: |
| Mailing Address: | Birthdate: |
| Email Address: | SIN: |
| Position you are applying for: | |

| EDUCATION | |
|---|---|
| High School Education | School Attended & Grade Completed |
| Post Secondary Education | School(s) Attended & Certificate, Diploma, Degree completed |
| Other relevant training or certificates | List here |

| EMPLOYMENT HISTORY | |
|--|--------------------|
| Name of Employer | Dates Employed |
| Supervisor Name & Phone Number if you will allow us to contact them. | Job Title & Duties |
| Name of Employer | Dates Employed |
| Supervisor Name & Phone Number if you will allow us to contact them. | Job Title & Duties |

| EMPLOYMENT HISTORY Cont'd | |
|--|--------------------|
| Name of Employer | Dates Employed |
| Supervisor Name & Phone Number if you will allow us to contact them. | Job Title & Duties |
| Name of Employer | Dates Employed |
| Supervisor Name & Phone Number if you will allow us to contact them. | Job Title & Duties |

| REFERENCES | |
|------------------------------|--------------|
| Name and Relationship to you | Phone Number |
| Name and Relationship to you | Phone Number |

A Police Vulnerable Sector Check (VSC):

- is REQUIRED and must be on file before you will be approved for work.

I have attached my VSC which is dated within the last 6 months.

I am a previous casual / permanent employee / volunteer who worked within the last 6 months and a valid VSC is on file with FVSD Human Resources.

A Children's Services Intervention Record Check (IRC):

- is ONLY REQUIRED if you have children OR had children in your care in the past, including step and foster children.

This is not applicable to me as I do not have children and have never had children in my care.

I have attached my IRC which is dated within the last 6 months.

I am a previous casual / permanent employee / volunteer who worked within the last 6 months and a valid IRC is on file with FVSD Human Resources.

I certify that the information in the above application is true and complete to the best of my knowledge. I understand that if employed, falsified statements on this application shall be considered sufficient cause for dismissal.

| | |
|----------------|-----------|
| Date completed | Signature |
|----------------|-----------|