



CONCORDIA CLUB
APPLICATION FOR EMPLOYMENT

www.concordiaclub.ca

..more than just Oktoberfest!!

Name _____
first Last middle

Address _____
Street Apt. No. City province Postal Code

Telephone () () E Mail: _____
Home Business

- Are you legally eligible* to work in Canada? Yes No
** you are legally eligible if you are a Canadian citizen, permanent resident/landed immigrant or hold a valid work permit*
- Have you ever been convicted of a criminal offence for which a pardon has not been granted? Yes No
- Have you ever been employed by the Concordia Club before? Yes No
- Have you ever applied for a position with us before? Yes No
- Are you related to anyone working at the Concordia Club? Yes* No

*If yes, provide Name _____ Department _____
(Under Concordia Club Hiring, Employment and Promotion of Relatives Policy, a direct or indirect supervisor/subordinate reporting relationship will not be created between immediate family members)

Position applied for or desired _____

Date Available _____

Type of employment desired: Full-Time Part-Time

To accommodate the Concordia Club hours of operation, employees are expected to work flexible schedules, which includes evenings, Saturdays, Sundays and standby scheduling. Are there times during the week when you are unavailable?

What Source referred you to the Concordia Club?

- Walk-In Friend/Family Website Job Ad

To Determine your qualifications for employment, please provide information related to your education, employment history, volunteer experience(s) and other achievements. Additional information or résumés may be attached separately.

EDUCATION

<u>Level of Education</u>	<u>Course of Study</u>	<u>Grade or Level Completed</u>	<u>Degree, Diploma or Certificate Obtained</u>
<u>Secondary school</u> _____			
<u>Technical, Vocational or Other</u>			
<u>University/ College</u>			
<u>Post Graduate Studies</u>			

Please list other relevant courses, workshops, seminars, licences, certificates, degrees obtained:

Describe other relevant practical skills not yet mentioned (e.g. software, special equipment you can operate):

CONDITIONS OF EMPLOYMENT

- * If employed, I agree to comply with the terms and conditions of employment as outlined in the Human Resources Policies and Employment Practices of the Concordia Club
- * I am 15 years of age or older
- * If I receive employment, I understand that I will be required to show proof of validity of my driver's licence, and or professional licences, when such certification constitutes a job requirement.
- * I Understand that employees are expected to work flexible hours based on the needs and operating hours of the Concordia Club
- * I agree to provide information identifying present and/or past employers to be approached for references. I understand that such references will be sought only after interview. I authorize the Concordia Club to make such inquiries as deemed appropriate to the position for which I am applying.
- * If I receive an offer of employment, I agree that I will obtain a Police Records Check when such a check constitutes a job requirement. I understand that the information obtained from a Police Records Check will be used only for the purpose of screening applications for employment purposes at the Concordia Club now or in the future.

The undersigned has read and understood the above conditions of employment and consents to the obtaining of reference checks, personal background checks as may be required by the Concordia Club. It is understood that the various checks are for employment purposes only.

Signature: _____ Date: _____

I affirm that the information given on this application is true and complete to my knowledge. I understand that any false statement, misrepresentation deliberate omission or concealment of information may disqualify me from employment, or cause my immediate dismissal.

Signature _____ Date: _____

Applications, Cover Letters and Résumés should be address to:

Concordia Club
429 Ottawa Street South
Kitchener, ON
N2M 3P9

Fax: 519-745-5141
Email: mail@concordiaclub.ca

No telephone calls please.

We thank all applicants, but only those selected for an interview will be contacted. We will retain your application for a period of one year. Please do not reapply during this time.

NOTE: RECEIPT OF APPLICATION WILL NOT BE ACKNOWLEDGED.