



Job Application Form

Please Note: All fields need to be filled out completely in order to have your application considered. Incomplete forms will not be accepted. **PLEASE ATTACH A COPY OF YOUR RESUME (SHOULD ONE BE AVAILABLE).**

Date of Application:	Date Available to Start:	Expected Wage:
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PLEASE NOTE: Police Security Clearance is required for all positions of employment.

PLEASE NOTE: A Driver's Abstract must be attached for all candidates applying for the Driver position.

Position I'm Interested In		I'm looking for:	My Availability	
<input type="checkbox"/> Production	<input type="checkbox"/> Retail Store	<input type="checkbox"/> Full-Time	Are you available to work a variety of shifts on a regular basis? <input type="checkbox"/> Yes <input type="checkbox"/> No	Please specify: <input type="checkbox"/> Days <input type="checkbox"/> Evenings <input type="checkbox"/> Nights <input type="checkbox"/> Weekends
<input type="checkbox"/> Shipping	<input type="checkbox"/> Office	<input type="checkbox"/> Part-Time		
<input type="checkbox"/> Driver	<input type="checkbox"/> Sanitation	<input type="checkbox"/> Seasonal		
<input type="checkbox"/> Other (please specify):		<input type="checkbox"/> Temporary		

Hours I Am Available to Work								Notes:
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
Hours Available								

PERSONAL INFORMATION

First Name	Last Name	Middle Name
Street Address	City, Province	Postal Code
Phone # Home Cell	Email Address	Birthday

Have you reached the minimum age to work in Alberta?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are you legally eligible to work in Canada? (Valid Work Permit/Visa)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are you presently working?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are you bondable?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(You do not need to complete the following question if the position you are applying for does not require you to drive a vehicle.) Do you have a valid driver's license?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

EDUCATION

Type of School	Institution	Year Completed	Graduated Yes/No	Type of Qualification Earned Degree/Diploma/Certificate
High School				
University, College, Post-Secondary, Trade School, etc.				
Other				

Additional courses, seminars, workshops, training, professional designations, license trade and education that has relevance to the position you are applying for:

KNOWLEDGE OF LANGUAGESEnglish Reading Writing SpeakingOther (please specify) Reading Writing Speaking**WORK EXPERIENCE (begin with the most recent)**

Employer	Address &/or Telephone #		City, Province, Country	
Name, Title of Supervisor	Dates Employed (Month/Year)		Job Title	Salary
	From	To		

Reason for Leaving:

Describe duties & responsibilities:

Employer	Address &/or Telephone #		City, Province, Country	
Name, Title of Supervisor	Dates Employed (Month/Year)		Job Title	Salary
	From	To		

Reason for Leaving:

Describe duties & responsibilities:

Employer	Address &/or Telephone #		City, Province, Country	
Name, Title of Supervisor	Dates Employed (Month/Year)		Job Title	Salary
	From	To		

Reason for Leaving:

Describe duties & responsibilities:

If you are currently employed, may we contact your present employer? Yes No**REFERENCES****List Two People That We May Contact (Not relatives or previous employers)**

Name	Phone #	Occupation
Name	Phone #	Occupation

WORKFORCE DIVERSITY

Calgary Italian Bakery Ltd. is an equal opportunity employer. All applicants are considered for employment based strictly on their skills, experience and credentials. We welcome all applicants. Due to amount of applications that we receive, only those candidates selected for interviews will be contacted.

CONSENT & DECLARATION

I declare that the information contained in this application is true and complete to the best of my knowledge. I understand that any omission or incorrect information is just cause for rejection of my application or cause of dismissal. I authorize the Calgary Italian Bakery Ltd. or its agents to verify the information provided and to obtain any information that is relevant to this application. I understand that this information may be obtained from current or former employers, educational institutions, personal information agents and my personal references. This consent will be valid during the consideration of my application and if I am hired, for the duration of my employment with the company.

Signature: _____

Date: _____