



Date: _____

First Name:		Last Name:	
Address:			
Phone:	Alternate Phone:	Skills to Note:	
Email:			
<p><i>Please circle all that apply</i></p> <p>Temporary Only / Permanent Only / Temp and Perm / Temp to Perm</p> <p>General Labour / Technical / Other</p>			

Are you legally entitled to work in Canada? Yes No
 Are you a student? Yes No
 Are you eligible for bonding? Yes No
 Have you ever been bonded? Yes No
 Have you ever been convicted of a criminal offence for which you have not received a pardon? Yes No

Please circle days you are available to work:

Monday Tuesday Wednesday Thursday Friday Saturday Sunday

How much notice do you require? _____ Start Date: _____

Mode of Transportation: Car Bus Other City Preferred: _____

Type of work you Prefer: _____

Minimum hourly rate: _____

Please indicate skills and experience:

Manufacturing:	Electronic Assembly:	Mechanical Assembly:
____ Assembly	____ Kitting	____ Disc Drive
____ Construction	____ PC Boards	____ Machine Parts
____ Line		
____ Piecework	Testing/Inspection:	Physical Limitations:
____ Printing	____ Automated	____ Yes _____ No
____ Shipping/Receiving	____ Manual	If Yes, please explain:
____ Warehouse	____ Final	_____
Safety Equipment:	Languages:	Heavy Lifting:
____ Cover Alls	Read:	____ 50lbs _____ 100lbs
____ Ear Plugs		
____ Gloves	Speak:	
____ Hard Hat		
____ Steel Toed Shoes	Write:	
____ WHIMIS Training		



If references are not included with your resume, please provide three (3) in the space below.

	Supervisor Name & Title	Email / Phone #	Company Name
1)	_____	_____	_____
2)	_____	_____	_____
3)	_____	_____	_____

IMPORTANT: READ CAREFULLY

- 1) I declare that the information provided by myself on this application as well as my resume regarding my personal and prior employment information is true and free of any false statements. I agree that any false statements are grounds for dismissal if I am offered employment.
- 2) I give permission for Okanagan Staffing Services Inc. to verify my employment references.
- 3) I understand that if offered *temporary* employment through Okanagan Staffing Services Inc., I will be working for and paid by Okanagan Staffing Services Inc., and promise to comply with the instruction stated below. The only deductions from my salary will be those required by law to be deducted by employers.
- 4) Payroll Policy: Okanagan Staffing Services Inc. has a weekly payroll system. It is solely the responsibility of the employee to submit a signed time sheet by 9am the Monday morning following the week worked. If a signed time sheet is not received by 9am Monday morning there will be no pay cheque prepared for pick up the following Friday. By signing this you understand our policy, and take full responsibility to ensure Okanagan Staffing Services Inc. will receive the proper documentation required to produce your pay cheque.

Applicant Signature Date

OSS Signature Date