



Employment Application

Driving position: include a current Driver's Abstract and ICBC Claim Letter. **Office position:** include your resume.
 We comply with applicable Canadian laws regarding equal employment opportunity. Please complete both application pages, in full, & provide your signature.
Incomplete applications will not be considered.

PERSONAL INFORMATION			
Last Name	First Name	Middle Name	Date of Application
Address (Number and Street)		City	Province Postal Code
Other names you have worked under		E-Mail Address	
How were you referred to us (Please check one)		Home Telephone No.	Cell or Message No.
<input type="checkbox"/> Walk-In (Location?) _____ <input type="checkbox"/> Website (Address?) _____ <input type="checkbox"/> MVT Employee (Name?) _____ <input type="checkbox"/> Job Fair (Location?) _____ <input type="checkbox"/> Advertisement (Which?) _____ <input type="checkbox"/> Other _____		() _____ Do you have a valid Driver's License? <input type="checkbox"/> Yes, Class _____ <input type="checkbox"/> No	() _____ Are you at least 18 years of age? <input type="checkbox"/> Yes <input type="checkbox"/> No
If hired, can you provide proof of your legal right to work in Canada? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Do you know anyone currently employed by our Company? <input type="checkbox"/> Yes, Name _____ <input type="checkbox"/> No			Rate of Pay Desired

POSITION INFORMATION			
Position Applied For	Location	Date Available for Work	Willing to relocate? <input type="checkbox"/> Yes <input type="checkbox"/> No
Hours Available to Work (Use 2400 clock to identify availability or mark N/A if not available)			
Mon _____	Tues _____	Wed _____	Thurs _____ Fri _____ Sat _____ Sun _____
Have you ever applied or been employed by MVT Canadian Bus <input type="checkbox"/> Yes <input type="checkbox"/> No			Applying for (check all that apply)
If yes, when and where? _____			<input type="checkbox"/> F/T <input type="checkbox"/> P/T <input type="checkbox"/> Temp/Casual
Can you perform the essential functions of the position for which you are applying? (See job description) If no, please explain. <input type="checkbox"/> Yes <input type="checkbox"/> No			
Comments:			
Have you been convicted of a criminal offence for which a pardon has not been granted? <input type="checkbox"/> Yes <input type="checkbox"/> No <small>(Record of conviction does not necessarily disqualify the application from employment consideration. You may make any comments regarding any conviction below.)</small>			
Comments:			

EMPLOYMENT HISTORY *** COMPLETE IN FULL ~ DO NOT WRITE "SEE RESUME" ***			
LIST ALL JOBS YOU HAVE HELD IN THE PAST TEN YEARS including present. You may attach a resume; however, you must <u>complete, sign and date</u> this application.			
Name of Employer		Type of Business	Ending Salary
Address		Reason for leaving	May we contact now? <input type="checkbox"/> Yes <input type="checkbox"/> No
Dates Employed (Month/Year)	Last Position Held	Supervisor Name	Telephone No.
From _____ To _____			() _____
Name of Employer		Type of Business	Ending Salary
Address		Reason for leaving	May we contact now? <input type="checkbox"/> Yes <input type="checkbox"/> No
Dates Employed (Month/Year)	Last Position Held	Supervisor Name	Telephone No.
From _____ To _____			() _____

EMPLOYMENT HISTORY Cont'd * COMPLETE IN FULL ~ DO NOT WRITE "SEE RESUME" *****LIST ALL JOBS YOU HAVE HELD IN THE PAST TEN YEARS including present. You may attach a resume; however, you must complete, sign and date this application.

Name of Employer		Type of Business	Ending Salary
Address		Reason for leaving	May we contact now? <input type="checkbox"/> Yes <input type="checkbox"/> No
Dates Employed (Month/Year) From _____ To _____	Last Position Held	Supervisor Name	Telephone No. ()

EDUCATION

List names and locations of educational institutions attended. For purposes of checking your occupational background, state your degree or credentials received.

Type	Name	Location	Major	# Years Attended	Diploma or Degree obtained	Date of Graduation
High School						
College/University						
Trade/Vocational						
Other						

PROFESSIONAL REFERENCES

Please list below three professional references (i.e. supervisors) not related to you who have knowledge of your work performance within the last three years.

Name/Title	Company/Location	Telephone	Relationship

Please read all information contained below.

I authorize investigation of all statements contained in this application for employment. I authorize a background investigation, education institutions, law enforcement authorities, and any other organizations and individuals to release such information and documents as deemed appropriate or necessary by MVT Canadian Bus, Inc. I understand that falsifications, omission, or misstatement of information may result in refusal to hire, or if hired, dismissal from employment. I certify that I, the undersigned applicant, have personally completed this application.

I agree that MVT Canadian Bus, Inc., my previous employers, and all parties providing information shall not be held liable in any respect if any employment offer is not tendered, is withdrawn or my employment terminated due to falsifying the statements and answers in this application form.

I understand that if the position offered to me by the company requires me to drive, that I must provide a valid local driver's license acceptable to MVT Canadian Bus, Inc. at the time of my employment. I also authorize the company to check my driving records to ensure I am in compliance with the company's policies. I understand that if I do not meet the company's requirements, I may be subject to termination of employment.

I HEREBY ACKNOWLEDGE THAT I HAVE READ THE ABOVE STATEMENT, UNDERSTAND IT, AND THAT ALL INFORMATION I HAVE SUBMITTED IS FACTUAL, CORRECT AND SUBJECT TO COMPLETE VERIFICATION.

Signature Acknowledgement_____
Date

MVT Canadian Bus, Inc. is an Equal Opportunity Employer

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