



APPLICATION FOR EMPLOYMENT

Personal Data (Applicants must be a minimum of 16 years of age to apply)

Position being applied for: _____	Would you accept: Full Time _____ Part Time _____ Seasonal _____
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Last Name: _____ First Name: _____

Address: _____
 Number _____ Street _____ Apt. No. _____
 City _____ Province _____ Postal Code _____

Telephone: Home: () _____ Cellular: () _____

Email Address: _____ Business: () _____

Are you legally eligible to work in Canada? Yes No
 (If "Yes" proof required upon offer of employment)

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 Sears Canada Inc? Yes No

If 'Yes' please advise: Unit: _____ Start Date: _____ Leaving Date: _____

What kind of work are you interested in?: _____

Are you a student? Yes No Part-time Student Full-time Student

Note: For many positions you are required to be available for a **minimum of three occasions** per week. Please check your availability below:

	All Days	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Languages	Spoken	Written	
Morning									French			
Afternoon										English		
Evening											Other (specify)	
Night												

To determine your qualifications for employment, please provide below and on the reverse, information related to your academic and other achievements including employment history as well as voluntary work.

Education – (Last School Attended)	
Public School <input type="checkbox"/> High School <input type="checkbox"/> College <input type="checkbox"/> University <input type="checkbox"/> Other <input type="checkbox"/> Explain: _____	_____
Name of School _____ Grade completed _____ Year Completed: _____ or Degree Received: _____	Month Year

Other courses, workshops, seminars, volunteer work	Licenses, Certificates, Degrees
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Work Related Skills/Previous Employment (Beginning with present/last employer)		
Name and Address of present/last employer	Present/last job title	Period of employment From: To:
	Name of Supervisor	Telephone ()
	Final Salary	May we approach for references? <input type="checkbox"/> Yes <input type="checkbox"/> No
Type of Business	Reason for leaving	
Duties/Responsibilities		
Name and Address of previous employer	Previous job title	Period of employment From: To:
	Name of Supervisor	Telephone ()
	Final Salary	May we approach for references? <input type="checkbox"/> Yes <input type="checkbox"/> No
Type of Business	Reason for leaving	
Duties/Responsibilities		

I hereby declare that the information contained in this Application for Employment is true and complete to my knowledge. I understand that a false statement may disqualify me from employment, or may cause my dismissal for cause.

I hereby consent to the collection, use and disclosure of the information provided in this Application for Employment for the purposes of verifying any such information whether to hire me.

I hereby authorize Sears Canada Inc. ("Sears") and/or a firm retained by Sears to use and/or disclose the information mentioned in this Application for Employment for the purposes of verifying any such information,

I hereby authorize Sears and/or a firm retained by Sears to collect my personal information and/or conduct any investigation relevant to my application for employment for the purposes of Sears' determination with respect to my application for employment.

I acknowledge and consent to this investigation being carried out by telephone or in writing with others at educational institutions, former employers, or my current employer, who are all hereby authorized to disclose the information to Sears.

Signature

Date

Have you attached an additional sheet/resume?

Yes No

Consent Form A

Consent for Disclosure of Personal Information Canadian Criminal Record Check

To ensure accuracy, you must PRINT in clear CAPITAL letters and complete this form in its entirety.

PLEASE NOTE: The following information and photocopies of identification are for identification purposes only, allowing BackCheck to accurately proceed with the assembly of criminal record information for employment purposes. BackCheck will hold all personal information confidential.

Given Name(s): ▼		Middle Name(s): ▼	
Surname: ▼			Gender: Check One <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female
Maiden Name & Other names used, either past or present, including aliases and nicknames: ▼			Birth Date: (yyyy/mm/dd) ▼ 1 9
Place of Birth: ▼			
<small>City Province Country</small>			
Current Address: ▼			
<small>Unit # Street # Street Name Postal Code</small>			
Current Address Continued: ▼			
<small>City Province Country</small>			
Previous Address – if less than 5 years ago: ▼			
<small>Unit # Street # Street Name Postal Code</small>			
Previous Address Continued: ▼			
<small>City Province Country</small>			
Telephone: ▼		Alternate Telephone: ▼	
<small>Ext. Ext.</small>			

I certify that the information in this Disclosure for Personal Information is true and correct to the best of my ability.

Declaration of Offences	Have you been convicted of a criminal offence for which a pardon has not been granted? <input type="checkbox"/> Yes <input type="checkbox"/> No																			
	Have you been granted a conditional discharge within the past three (3) years? <input type="checkbox"/> Yes <input type="checkbox"/> No																			
	Have you been granted an absolute discharge within the past year? <input type="checkbox"/> Yes <input type="checkbox"/> No																			
	If you have answered Yes to any of the above questions, please provide details on ALL convictions (attach additional pages if required):																			
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;">Offence</th> <th style="width: 20%;">Date (yyyy/mm/dd)</th> <th style="width: 30%;">Location</th> <th style="width: 20%;">Penalty</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>	Offence	Date (yyyy/mm/dd)	Location	Penalty															
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Disclaimer: The existence of a conviction will not preclude you from consideration for employment with Sears. Details of the offence are requested to enable Sears to determine whether the offence is related to your position.

Statement of Understanding and Consent	<p>I have applied to Sears for employment. Part of the screening process includes a criminal record check which searches the RCMP Canadian Police Information Centre (CPIC) database. BackCheck conducts these investigations on behalf of Sears.</p> <p>I hereby consent and authorize a Canadian Police Department to search for and disclose on my behalf to BackCheck who is requesting the criminal record check on behalf of Sears the fact that records may exist on me and are registered on the CPIC database. I acknowledge that such records may include information relating to criminal convictions under the <i>Criminal Code</i> (Canada) for which a pardon has not been granted and conditional and absolute discharges which have not been removed from the CPIC database in accordance with the <i>Criminal Records Act</i>.</p> <p>I authorize BackCheck to release all information obtained to Sears and hold harmless BackCheck upon the release of this information or its findings to Sears. I understand that failing to provide accurate information or omission of facts herein may disqualify me from consideration for employment with Sears.</p> <p>Furthermore, if there is a discrepancy with the information provided by myself on this form and that disclosed by a Canadian Police Department during this investigation of my criminal records history, I understand that I have the option to provide my fingerprints to resolve any discrepancy or dispute.</p> <p>This request is made in compliance with any applicable provincial or municipal public sector privacy legislation which allows a public body or municipality to disclose my personal information to me or my agent upon my request, and in particular in accordance with the <i>Nova Scotia Municipal Government Act</i> and the <i>Ontario Municipal Freedom of Information and Protection of Privacy Act</i>.</p>		
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Candidate Signature: X</td> <td style="width: 30%;">Date: (yyyy/mm/dd) ▼ 2 0</td> </tr> </table>		Candidate Signature: X
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