



35 Weber Street, W., Unit A, P.O. Box 91116, Kitchener, ON, N2G 4G2

Phone (519) 578-3660 Fax: (519) 578-3020

www.wcdsb.edu.on.ca

Personal Information

Surname:		Given Name(s):	
Permanent Address:			
City:	Province:	Postal Code:	Phone Number:
Current/Temporary Address:			
City:	Province:	Postal Code:	Phone Number:

Support Staff Position Application (Please complete a separate application for each position)

Position applying for:			
<input type="checkbox"/> Full-time	<input type="checkbox"/> Part-time	<input type="checkbox"/> Temporary	<input type="checkbox"/> Summer
			Date Available:
Preferred Location of Employment:			

Education

Elementary/Secondary School:	
Highest Grade Completed:	Certificate/Diploma Received:
Business, Trade or Technical School:	
Name of Course:	
Licence, Certificate or Diploma Awarded: <input type="checkbox"/> Yes <input type="checkbox"/> No	Length of Course:
Community College:	
Name of Program:	
Diploma Received: <input type="checkbox"/> Yes <input type="checkbox"/> No	Length of Program:
Other Courses, Workshops and/or Seminars:	
University:	
Degree Received: <input type="checkbox"/> Yes <input type="checkbox"/> No	Length of Course:
Major Subject(s):	
Licences, Certificates and/or Degrees:	

Employment History

Present/Recent Employer:	
Address:	
Type of Business:	Phone Number:
Job Title/Position:	
Period of Employment:	
Name of Supervisor:	Phone Number:
Reason for Leaving:	
Brief Description of Duties:	

CONTINUED ON REVERSE

Employment History Continued

Former Employer:

Address:

Type of Business:

Phone Number:

Job Title/Position:

Period of Employment:

Name of Supervisor:

Phone Number:

Reason for Leaving:

Brief Description of Duties:

References

Reference 1:

Name:

Occupation:

Address:

Phone Number:

Reference 2:

Name:

Occupation:

Address:

Phone Number:

Authorization/Signature

For employment references, may we approach:

Your present/last employer? Yes NoYour former employer(s)? Yes No

I hereby authorize the Waterloo Catholic District School Board (the "Board") to obtain personal information from previous employers and any other references listed above to assist in determining my suitability, eligibility or qualifications for employment with the Board. I hereby declare that the foregoing information is true and complete to my knowledge, I understand that a false statement may disqualify me from employment, or cause my dismissal. I also understand that before hiring, I will be required to provide a Criminal Background Check.

Signature_____
Date

Please note that all applications will be kept on file for one year.