



---

**Education** (Provide all information relevant to your educational background)

School	Diploma/Degree	Course of Study

---

**License/Certification** (Please list any relevant licenses/certifications presently held).

---

**Work History** (Provide below any previous work experience, beginning with the most recent position held).

_____	Title/Position Held:
Name of Company or Employer	
_____	Responsibilities:
Address	
_____	
Telephone Number	Supervisor's Name
_____	Dates Employed: From _____ To: _____

_____	Title/Position Held:
Name of Company or Employer	
_____	Responsibilities:
Address	
_____	
Telephone Number	Supervisor's Name
_____	Dates Employed: From _____ To: _____

_____	Title/Position Held:
Name of Company or Employer	
_____	Responsibilities:
Address	
_____	
Telephone Number	Supervisor's Name
_____	Dates Employed: From _____ To: _____

_____	Title/Position Held:
Name of Company or Employer	
_____	Responsibilities:
Address	
_____	
Telephone Number	Supervisor's Name
_____	Dates Employed: From _____ To: _____

**References** (Provide the names of 3 individuals who can provide us with information pertinent to your job performance)

Name and Occupation	Address	Telephone Number

Do you authorize us to contact the references and/or others at your former employers? Yes \_\_\_\_ No \_\_\_\_

This application for employment was completed on the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_

Signature \_\_\_\_\_  
(Applicant)

## Employment Equity

### Voluntary Self-Identification Declaration

The Town of Truro is committed to Diversity and Employment Equity within its community. The Town's Affirmative Action Policy is intended to help to achieve and maintain a workforce more reflective of the community it serves. There are four designated groups: women, visible minorities, First Nations and persons with disabilities. We encourage potential applicants to declare when applying for job opportunities.

The **confidential** information collected helps us to analyze and monitor our affirmative action efforts for ongoing progress, and to complete statistical reports required by our Affirmative Action Agreement. **Completion of this information is voluntary.** This information will be kept in a secure area.

# EMPLOYMENT EQUITY

## SELF-IDENTIFICATION FORM

*(Voluntary Declaration)*

The Town of Truro is committed to employment equity. The Town's Affirmative Action Policy is intended to help us to achieve and maintain a more representative workforce and success in employment of women, First Nations, visible minorities, and persons with disabilities. We encourage potential applicants to declare when applying for job opportunities. The information collected is confidential and will be used for addressing affirmative action issues and will be kept in a secure area.

If you wish to be considered under the Affirmative Action Plan, please check the following areas, which apply to you. Self identification is a factor in our hiring process. Completion of this form is voluntary.

You may self identify in more than one designated group, as specified under the Employment Equity Act.

**Position Applied For:** \_\_\_\_\_ **Date:** \_\_\_\_\_

- Male  Female

**Please check one of the descriptions below corresponding to the group which applies to you.**

- Visible Minority**

*Persons other than First Nations peoples who identify themselves as being non-Caucasian in race or non-white in color.*

- First Nations**

*Persons who identify themselves as status Indian, non-status Indian, Inuit, or Metis.*

- Persons with Disabilities**

*Persons who for the purpose of employment, identify themselves or believe that an employer or potential employer is likely to consider them to be disadvantaged due to a long-term or recurring physical, mental, psychiatric, or learning impairment.*

- I prefer not to disclose this information.**