



# CAREER PROFILE APPLICATION FORM

## Municipality of Chatham-Kent

### INTERNAL/EXTERNAL JOB POSTING March Break Activity Leader Job # RP 10-9

(Internal posting closing at 4:30 p.m. on Wednesday, February 10, 2010)

Please attach this application form to the front of your resume. (Please do not include a cover letter).

#### PLEASE PRINT:

<b>Name:</b>	(last name)			(first name or name known by)		
	<b>Address:</b>					
	<b>911 Street Address</b>					
	<b>Apartment/Unit #</b>		<b>PO Box</b>		<b>Rural Route</b>	
	<b>City/Town</b>				<b>Postal Code</b>	
<b>Telephone:</b>	<b>Home</b>			<b>Cell</b>		
	<b>Work</b>					
<b>Email address:</b>						

#### Instructions for completing this Career Profile and preparing your resume:

- Save this Career Profile in a MS Word or Adobe format only; if you do not have the MS Word software program, please use the Adobe version
- Please do not include additional information in the Career Profile unless the profile asks for more details
- Please answer 'yes' or 'no' to each question; please do not select both yes and no, or leave both blank
- Your resume should be based on your skills, experience and qualifications compared to those listed in the job ad for this position
- You should include detailed information in your resume for the questions where you answered 'yes'
- Include your current and past employer's names, and under each employer include job titles, dates you were in each position, and a summary of your experience for each position
- When a question asks for the number of years of experience, please only include a number; please do not include +, >, or < signs, or enter an approximate number of years
- Please do not include copies of transcripts, licenses, certificates, etc.

#### Qualifications:

Because of the responsibilities of this position, preference will be given to those students currently enrolled in secondary or post-secondary education.

Are you currently enrolled in a secondary or post-secondary institution? Yes  No

#### Experience:

Do you have experience working with children between the ages of 4 and 12? Yes  No

Do you have experience planning and implementing of camp activities, including skating, crafts, games, etc.?  
Yes  No

#### Certificates required:

Do you possess a current First Aid and CPR certificate? Yes  No

Do you possess a High Five Principles of Health Child Development certificate? Yes  No

Are you legally entitled to work in Canada? Yes  No

Because of the environment this position will be working in, the successful candidate will be required to furnish an original Police Information Search (criminal reference check) prior to commencement of employment.

I certify that the information contained in this application is true and complete, to my knowledge. I understand that a false statement may disqualify me from my employment or cause my dismissal. Yes  No

**Completed by: (print name)**

**Date completed:**