



# SUMMER EMPLOYMENT APPLICATION

[www.ingersoll.ca](http://www.ingersoll.ca)

## APPLICANT INFORMATION:

FIRST AND LAST NAME	
PHONE NUMBER	
EMAIL ADDRESS	
HOME ADDRESS	
DATE OF BIRTH	

## POSITION(S) YOU ARE APPLYING FOR:

Please note that only 1 application is required for all positions you are applying.

BEHAVIORAL INCLUSION COORDINATOR	
CAMP COUNSELLOR	
COLLECTIONS ASSISTANT	
SAFE CYCLING	

PARKS MAINTENANCE	
PUBLIC WORKS	
VISITOR EXPERIENCE ASSISTANCE	

**HOW DID YOU HEAR ABOUT INGERSOLL SUMMER JOB OPPORTUNITIES?**

RETURNING STUDENT WHAT YEAR(S)? ----- WHICH POSITION? -----	
FAMILY AND/OR FRIEND WORK FOR TOWN	
REFERRAL	

SOCIAL MEDIA	
TOWN WEBSITE	
OTHER: -----	

**ARE YOU CURRENTLY EMPLOYED, OR HAVE YOU PREVIOUSLY BEEN EMPLOYED BY THE TOWN OF INGERSOLL?**

YES
  NO

If yes, please indicate the position you held and the dates you were employed:

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**PLEASE SELECT THE DATE YOU ARE AVAILABLE TO START:**

Note: Anticipated position duration and start dates are located in the respective job advertisement.

APRIL
  MAY
  JUNE
  JULY

**EDUCATION INFORMATION**

Some positions are grant based and require for you to be enrolled in secondary or post-secondary. Please select your education status.

I am a registered full-time high school student, college/university student and anticipated to return to school in September.

**RECRUITMENT ACCOMMODATION**

The Town of Ingersoll is an equal opportunity employer and will make accommodation available to applicants with disabilities upon request and throughout the entire recruitment process. If you require accommodation, please contact the HR Coordinator via email, telephone or in-person:

- Phone number: (519) 485 - 0120 ext. 6238
- Email: [andrea.dentremont@ingersoll.ca](mailto:andrea.dentremont@ingersoll.ca)
- Office: 130 Oxford St. 2<sup>nd</sup> floor, Ingersoll, ON

## POSITION-SPECIFIC APPLICATION DOCUMENTS

If you are applying for a summer student position that requires specific licensing, certification or training (as detailed in the job posting), please make sure to include copies of the required documents with your application package. Examples of required application documents include:

POSITION	APPLICATION DOCUMENTS
Behavioral Inclusion Coordinator	<ul style="list-style-type: none"> <li>• Current Level C Standard First Aid &amp; CPR Certification</li> <li>• High Five - Principles of Healthy Child Development (PHCD) Certification</li> </ul>
Camp Counsellor	<ul style="list-style-type: none"> <li>• Current Level C Standard First Aid &amp; CPR Certification</li> <li>• High Five - Principles of Healthy Child Development (PHCD) Certification</li> </ul>
Collections Assistant	<ul style="list-style-type: none"> <li>• Current Level C Standard First Aid &amp; CPR Certification</li> <li>• Proof of Student Status</li> </ul>
Parks Maintenance	<ul style="list-style-type: none"> <li>• Valid G2 Drivers License</li> <li>• Current Level C Standard First Aid &amp; CPR Certification</li> <li>• Proof of Student Status</li> </ul>
Public Works	<ul style="list-style-type: none"> <li>• Valid G2 Drivers License</li> <li>• Current Level C Standard First Aid &amp; CPR Certification</li> <li>• Proof of Student Status</li> </ul>
Safe Cycling and Trails Specialist	<ul style="list-style-type: none"> <li>• Current Level C Standard First Aid &amp; CPR Certification</li> </ul>
Visitor Experience Assistant	<ul style="list-style-type: none"> <li>• Current Level C Standard First Aid &amp; CPR Certification</li> <li>• Proof of Student Status</li> </ul>

## DECLARATION

I, the undersigned, agree that all of the information that I have provided in this application package and contained within my resume to be accurate and true. I have not knowingly falsified any information regarding my previous employment history, certifications, licenses, educational background or qualifications. Furthermore, I have not been convicted of any crime for which a pardon has not been received. I acknowledge and agree that any misrepresentation I make in connection with this application will be sufficient cause for cancellation of the application and/or termination of employment with the Corporation of the Town of Ingersoll.

**I also understand that any offer of employment that is made will be conditional on my ability to produce a clear Criminal Background Check or Vulnerable Sector Screen which I will be required to obtain at my own cost and before my first day of employment with the Town.**

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DATE

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SIGNATURE

I have attached the following documents (please check all that apply):

<input type="checkbox"/> Resume	<input type="checkbox"/> Qualifying Information	<input type="checkbox"/> Supplementary Application Documents (ie: First Aid Certification, Drivers License, etc)
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[hr@ingersoll.ca](mailto:hr@ingersoll.ca)



519-485-6300

Town of Ingersoll  
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