

# 2022 SUMMER STUDENT EMPLOYMENT APPLICATION



## APPLICANT INFORMATION

Name: \_\_\_\_\_  
*Last Name* *First Name* *Initials*

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Address: \_\_\_\_\_  
*Street Name/Number* *City* *Province* *Postal Code*

Do you require accommodation?  Yes  No

## POSITION INFORMATION

Have you previously worked for us as a summer student?  Yes  No

If yes, what year: \_\_\_\_\_ Position: \_\_\_\_\_

When are you available for employment? Starting: \_\_\_\_\_ Ending: \_\_\_\_\_

Do you have a valid Driver's G or G2 Licence?  Yes  No

## EDUCATION & TRAINING

Education	School	Course	Certification/Diploma/Degree	Year Completed
High School				
College				
University				
Other				

Are you returning to school in September?  Yes  No

Name of the School and Program you will be attending in September 2022 (*Proof will be required*):

\_\_\_\_\_

What year will you graduate? \_\_\_\_\_

**POSITION SELECTION**

Please Rank the top 3 Departments/Positions you are interested in as listed in the Job Posting, based on your education and experience:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

**WORK HISTORY**

Please attach a resume indicating your work history.

**REFERENCES**

Please list three references, if you have not listed three previous employment references above.

<i>Name</i>	<i>Telephone Number</i>	<i>Relationship</i>	<i>Years Known</i>
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**ELIGIBILITY**

A student is defined as: an employee hired on a temporary basis for the school vacation or work term period; someone who has just left school **and** who plans to return to school following the employment period.

**APPLICANT SIGNATURE**

If I am accepted for employment with the City of Port Colborne, I agree to work for the full duration of the summer program. I confirm that the information provided in this application is accurate.

Signature	Date
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**Human Resources**

66 Charlotte Street, Port Colborne, Ontario L3K 3C8  
Phone (905) 835-2900 (ext. 319) / Fax (905) 835-2969

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**SUMMER STUDENT EMPLOYMENT APPLICATIONS**

**MUST BE SUBMITTED TO HUMAN RESOURCES  
NO LATER THAN 4:00 p.m. on Friday, February 18, 2022**

**If selected for a Zoom interview, you will be notified via email and scheduled accordingly.  
Please ensure you have a valid email address listed on your application.**

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**To be considered for an interview for summer employment you must meet the following minimum qualifications:**

- ~ Must have a valid Class G or G2 Ontario Driver's License  
(copy of valid driver's license will be required prior to offer of employment)
- ~ Must be available for full time work from May 2, 2022 until and including Labour Day 2022.
- ~ Must be a full-time student enrolled for September 2022 (Fall Term)  
(proof will be required prior to offer of employment)
- ~ Must be available to work all flexible hours – weekends, stat holidays & special events.

**If the above are not met, applicants will not be included in the recruitment process or offered employment.**

Please send your completed application to [hr@portcolborne.ca](mailto:hr@portcolborne.ca)

Annie Beck  
Human Resources Coordinator