



Human Resources and Skills Development Canada

Ressources humaines et du Développement des compétences Canada

Job Bank Ontario Region Job Order Placement Service

Guichet emplois Service de placement des offres d'emploi Région de l'Ontario

<b>TO ADVERTISE A JOB USE OUR 24 HOUR INTERNET SITE: <a href="http://www.jobbank.gc.ca">www.jobbank.gc.ca</a></b> <b>Or use this form to fax your order toll free at: 1-866-664-2534</b> <b>Or call us toll free at: 1-866-789-1297</b>	For office use only <b>SDA/Date/Order#</b>
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\*\*\*Job orders will be displayed in our Job Bank for 2 weeks. If you want to terminate the posting early, please contact us immediately.\*\*\*  
 \*\*\*You may also extend the posting if in 2 weeks you have not filled the position. **Our job placement service is provided free of charge**\*\*\*

**COMPANY INFORMATION: \*\*NOTE: COMPANY NAME MUST SHOW ON JOB AD\*\***

COMPANY NAME			
STREET ADDRESS			CITY
PROVINCE	POSTAL CODE	TELEPHONE # ( )	
FAX # ( )	WEBSITE		
E-MAIL	CONTACT NAME (FIRST AND LAST)		
TYPE OF BUSINESS/INDUSTRY			

**JOB INFORMATION: \*\*\*Please indicate type of Job Order - Regular  Student  \*\*\***

HRSDC / SDC funded? Yes  No  Programme Name: \_\_\_\_\_

**PLEASE INDICATE IF THIS JOB POSTING IS FOR REPLACEMENT WORKERS NEEDED DUE TO A LABOUR DISPUTE - YES  NO**

\*\*\*NOTE: SELF EMPLOYMENT OPPORTUNITIES WILL NOT BE POSTED\*\*\*

JOB TITLE:	NUMBER OF VACANCIES:
JOB LOCATION AND POSTAL CODE:	

ANTICIPATED START DATE: AS SOON AS POSSIBLE  OR SPECIFIC DATE \_\_\_\_\_

WAGE/SALARY OFFERED: \$	PER	FOR	HOURS PER WEEK
***Under Employment Standards regulations, at least minimum wage MUST be guaranteed***			

CHECK ALL THAT APPLY:

BONUS  PIECE WORK  GRATUITIES  COMMISSION  OTHER BENEFITS

SELECT ONE OF THE FOLLOWING:

PERMANENT  TEMPORARY  CASUAL  SEASONAL

SELECT ONE OF THE FOLLOWING:

PART TIME  FULL TIME  P/T LEADING TO F/T

CHECK ALL THAT APPLY:

ON CALL  SEASONAL  SHIFT  OVERTIME  WEEKEND  DAY  NIGHT

**JOB REQUIREMENTS \*\*\*USE THIS FORM ONLY - SEND NO ATTACHMENTS\*\*\***

LEVEL OF EDUCATION:

EXPERIENCE: WILL TRAIN  AN ASSET

NONE  0-6 MONTHS  7-11 MONTHS  1-2 YEARS  3-5 YEARS  6-9 YEARS  10+ YEARS

LANGUAGES:

SPEAK ENGLISH  READ ENGLISH  WRITE ENGLISH  SPEAK FRENCH  READ FRENCH  WRITE FRENCH

SKILLS & JOB DUTIES: (INCLUDING ANY CERTIFICATES REQUIRED) **MAXIMUM OF 300 CHARACTERS**

CONTACT NAME FOR APPLICANTS:

HOW TO APPLY: BY MAIL  IN PERSON  PHONE  FAX  E-MAIL