

**EMPLOYMENT OFFER FORM  
 (For Skilled Worker)**

**TO BE COMPLETED BY EMPLOYER**

- ▶ The Provincial Nominee Program provides employers a means of recruiting employees with important skill sets when recruitment has not been successful in Prince Edward Island and Canada.
- ▶ An applicant must have a guaranteed job offer, that is, written offer of employment from an employer in Prince Edward Island
- ▶ The employer must apply to have the worker nominated for immigration. The application will be considered if it meets these criteria:
  - ▶ Employment is permanent and full-time (training, internship or apprenticeship positions that terminate on a specific date will NOT be considered). Long term contracts will be considered when this is the industry norm.
  - ▶ Employment in the intended occupation is consistent with the applicant's education, training and experience.
  - ▶ The positions must meet provincial employment standards and the comparable industry rate of pay.
  - ▶ If provincial licensing or accreditation is a condition of employment, the applicant must prove his or her eligibility to work in that occupation in Prince Edward Island.
  - ▶ Employment must be in the Province of Prince Edward Island.
  - ▶ Employment fills a skill shortage in Prince Edward Island.

**A. Employer Information: (PLEASE PRINT OR TYPE APPLICATION)**

1. Company Name and Address:	2. Head Office and Address (if applicable):
Contact Name:	Contact Name:
Telephone:	Telephone:
Fax:	Fax:
E-mail:	E-mail:
Website:	Website:
3. Type of Company (e.g. type of industry, goods manufactured or services provided):	

Year Established:	
Number of Employees:	CCRA Taxation No:

Name of Employee:	Intended Start Date:
-------------------	----------------------

**C. Position Information:**

Position:	Position Description (attach description, including required education and other qualifications):																																																		
Starting Salary:	Place of Employment:																																																		
Salary Range:																																																			
Canadian/Prince Edward Island industry/association standards required: Association Standards <input type="checkbox"/> Industry Standards <input type="checkbox"/> Apprenticeship Standards <input type="checkbox"/> Journey person Standards <input type="checkbox"/> Other <input type="checkbox"/>																																																			
Union: YES <input type="checkbox"/> NO <input type="checkbox"/>																																																			
Language Fluency Required:  <p style="text-align: center;"><b>English</b></p> <table border="0"> <tr> <td></td> <td style="text-align: center;">Speak</td> <td style="text-align: center;">Read</td> <td style="text-align: center;">Write</td> <td style="text-align: center;">Listen</td> </tr> <tr> <td>High</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Moderate</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Basic</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>None</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>		Speak	Read	Write	Listen	High	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Moderate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Basic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	None	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Language Fluency Required:  <p style="text-align: center;"><b>French</b></p> <table border="0"> <tr> <td></td> <td style="text-align: center;">Speak</td> <td style="text-align: center;">Read</td> <td style="text-align: center;">Write</td> <td style="text-align: center;">Listen</td> </tr> <tr> <td>High</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Moderate</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Basic</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>None</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>		Speak	Read	Write	Listen	High	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Moderate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Basic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	None	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Speak	Read	Write	Listen																																															
High	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																																															
Moderate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																																															
Basic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																																															
None	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																																															
	Speak	Read	Write	Listen																																															
High	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																																															
Moderate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																																															
Basic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																																															
None	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																																															
Local Recruitment Activity: a) Is this a new position? Yes <input type="checkbox"/> No <input type="checkbox"/>  If YES, please indicate reason for new position: _____ _____																																																			

b) If not a new position, how long has this position been vacant? <input type="checkbox"/> Weeks <input type="checkbox"/> Months <input type="checkbox"/> Years c) Have you actively recruited in Prince Edward Island to fill this position? Yes <input type="checkbox"/> No <input type="checkbox"/> If NO, please state the reason(s): _____ _____ d) Have you posted the position on the internet? Yes <input type="checkbox"/> No <input type="checkbox"/>
--

**Please attach a copy of the contract between your company and the employee, which includes signatures of your authorized signing officer, and employee accepting the offer and conditions of employment.**

**D. Prince Edward Island Nominee Program:**

a) How did you learn about the Nominee Program?

b) How did you learn about this employee?

- |  |   |
|--|---|
| <input type="checkbox"/> Listing on the internet                   | <input type="checkbox"/> Contacted by lawyer or consultant for employee |
| <input type="checkbox"/> International business links              | <input type="checkbox"/> International professional/trade links         |
| <input type="checkbox"/> Contacted by associate/family of employee | <input type="checkbox"/> Other (please specify)                         |

**E. Authorized Signature:**

I certify that the above information is true and correct. I affirm that the offer of employment does not conflict with any existing collective bargaining agreements and there is no labour dispute in progress at this time. I affirm that efforts to recruit a Canadian citizen resident in PEI to fill this position have been unsuccessful.

Name of Authorised Signing Officer (please print):

Signature:

Date:

Name and Title:

Please complete and return to:

Department of Development and Technology  
Immigration and Investment Division  
Attention: Program Officer  
PO Box 1176, 94 Euston St., 2nd Floor  
Charlottetown, Prince Edward Island, Canada  
C1A 7M8  
Telephone #: (902) 894-0351  
Fax #: (902) 368-5886  
E-mail: [peinominee@gov.pe.ca](mailto:peinominee@gov.pe.ca)  
[www.gov.pe.ca/immigration](http://www.gov.pe.ca/immigration)

Personal information on this form is collected under the Prince Edward Island Nominee Program and will be used for immigration and program evaluation purposes. If you have any questions about this collection of personal information, you may contact a Program Officer, Department of Development & Technology, Immigration & Investment Division, 94 Euston St., 2<sup>nd</sup> floor, Charlottetown, PE Canada, C1A 7M8. Phone (902) 894.0351.