

**LTC Application Package**  
**MECHANIC POSITION**

\_\_\_\_\_  
 Applicant Name

Thank you for your interest in the LTC 310T Mechanic Position. Please be sure to read each of the following questions carefully.

<b>PART A</b>	
1. Have you ever worked for the London Transit Commission?  If yes, please provide your dates of employment.	Yes      No  Start Date: _____ End Date: _____
2. Have you ever applied for a Mechanic position at London Transit?	Yes      No  If Yes, when? _____
3. Were you scheduled for an interview with London Transit?	Yes      No  If Yes, when? _____
4. Are you legally entitled to work in Canada?	Yes      No
<b>PART B</b>	
<p>The following questions address the minimum qualifications required to apply for the position. Candidates that are successful in the full recruitment process will be offered conditional employment and will have seven (7) calendar days to produce the related documents. Failure to do so will result in the offer being withdrawn. Therefore, only check "yes" if you are currently in possession of the noted documents.</p> <p style="text-align: center;"><b>Please <u>do not submit</u> these documents until they are requested from you.</b></p>	
1. Do you have in your possession receipts confirming your full Covid-19 vaccination status?  (a) Please provide the date by which you will be fully vaccinated.  <div style="text-align: center;">OR</div> (b) Do you have in your possession proof of a medical or Human Rights exemption from Covid-19 vaccination?	Yes      No – go to (a) or (b) as applicable  Date: _____  Yes      No
2. Do you possess a Grade 12 Secondary School Diploma or Equivalent? To assist you in answering this question, please read the section below detailing what is accepted at LTC: <b>What is acceptable as proof of Grade 12 high school diploma:</b> <ul style="list-style-type: none"> <li>• High school diploma or Ontario equivalent.</li> </ul>	Yes      No

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- Ontario Secondary School transcript which clearly states that an Ontario Secondary School diploma was awarded (prior to 1983/84, 27 credits were required and from 1984/85 onwards, 30 credits are required for graduation)

**What documents are acceptable as proof of equivalency to Grade 12?**

- High school equivalency Certificate issued by the Ministry of Education upon successful completion of the GED tests.
- Secondary School diploma or original transcripts
- ACE Certificate

**What documents are acceptable as proof of an equivalency to Grade 12 if I was educated outside Canada?**

- World Education Services (WES) Credential Evaluation
- Comparative Education Service (CES)
- International Credential Assessment Services of Canada (ICAS)

**What if I have a higher level of education above a Grade 12, what is acceptable proof?**

- Community College Diploma (minimum 2 years, full time program) from an accredited College or Canadian University Degree or original transcript indicating the level of education awarded at graduation

3. Do you have a copy of your valid 310T?	Yes    No
4. Do you have a copy of your Ontario Class G driver’s license in good standing?	Yes    No
5. Do you have a copy of your valid airbrake (Z) endorsement? Proof required.	Yes    No
6. If you answered “No” to the above, would you be willing to obtain your Z endorsement prior to your first day of employment (this would be at your own expense).	Yes    No
<p>7. Do you have in your possession a copy of your Criminal Record Search (CPIC) from the municipality in which you reside?</p> <p><i>To process your application, your Criminal Record Search (or proof of application for it) cannot be older than 14 days from the date you complete this application. Example: for an LTC Application Package submitted on January 14, you must have proof of application or a completed Criminal Record Search dated between January 1 to January 14; anything outside of this time frame is not accepted.</i></p> <p>(a) Do you have in your possession proof of application for your Criminal Record Check from the municipality in which you reside?</p>	<p>Yes    No – go to (a)</p> <p>Date of your Criminal Record Check: _____</p> <p><i>(This is the date that you <b>RECEIVED</b> your completed criminal record check, NOT the day in which you applied for it)</i></p> <p>Yes    No</p> <p>Date of your application for your Criminal Record Check: _____</p> <p><i>(This is the date that you <b>APPLIED</b> for your criminal record check)</i></p>

<b>PART C</b>	
1. All of the information presented in my Resume and Application is truthful and accurate to the best of my ability.	Yes      No
2. I understand that the falsification of any of the information or omission of any pertinent information may disqualify me from employment and/or will constitute grounds for termination of the employment relationship.	Yes      No
3. I understand and agree that any personal information submitted will be managed in accordance with the requirement of the Municipal Freedom of information and Protection of Privacy Act and will only be used to determine eligibility of employment.	Yes      No
4. I understand that if I am offered conditional employment, I will have seven (7) days to produce the required documents to Drake.	Yes      No
5. How did you hear about this role?	Indeed LTC Website Job Fair Referral Other _____

Please sign and date once your LTC Application Package has been completed.

Name (Print) \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_