

Applicant Name:

Position Applied For: Posting Number:

Thank you for your interest in a position with the London Transit Commission. Please be sure to read each of the following questions carefully. Some questions apply only to certain positions; where a question does not apply to the position you are applying for, please mark "N/A".

London Transit Commission is an equal opportunity employer, committed to an inclusive, barrier-free recruitment process in accordance with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act, 2005 (AODA). Accommodation is available on request at any stage of the recruitment process; please contact Human Resources if you require accommodation. You are not required to disclose any information related to a ground protected under the Human Rights Code (such as race, disability, family status, or place of origin) unless it is directly relevant to a bona fide occupational requirement of the position.

PART A: POSITION AND EMPLOYMENT HISTORY

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 this position at London Transit? ☐ Yes ☐ No
If Yes, when?
3. Were you scheduled for an interview with London Transit for this position? ☐ Yes ☐ No
If Yes, when?
4. Are you legally entitled to work in Canada? ☐ Yes ☐ No

PART B: MINIMUM QUALIFICATIONS

The following questions address minimum qualifications that apply to certain positions. Where a Police Record Check is a requirement of the position you are applying for, 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 Failure to do so will result in the offer being withdrawn.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. A record does not automatically disqualify a candidate from consideration; a Police Record Check is requested only where it is a bona fide requirement of the position.

Please do not submit these documents until they are requested from you.

1. Do you meet the minimum education and experience requirements listed in the job posting? ☐ Yes ☐ No
2. If a Police Record Check is a requirement of the position, do you have in your possession a Police Record Check issued by the police service in the municipality in which you reside? If No, please also complete (a) below. If not required for this position, mark N/A.
(This is the date that you RECEIVED your completed Police Record Check, NOT the day on which you applied for it.) ☐ Yes ☐ No ☐ N/A
Date of your Police Record Check:

Applicant Name:

- (a) If you answered No above, do you have in your possession proof of application for a Police Record Check from the municipality in which you reside? If not required for this position, mark N/A.
(This is the date that you APPLIED for your Police Record Check.)

☐ Yes ☐ No ☐ N/A

Date of your application for your Police Record Check:

PART C: LICENCES AND CERTIFICATIONS

List each licence, certificate or designation required by the job posting, for example an Ontario Class G or Class C driver's licence or an Airbrake (Z) endorsement. Where the posting states that training is arranged and paid for by London Transit, select "Need training". Obtaining the required licence or certificate is then a condition of employment.

Licence or Certification	Do You Hold It?			Expiry Date
	☐ Yes	☐ No	☐ Need training	
	☐ Yes	☐ No	☐ Need training	
	☐ Yes	☐ No	☐ Need training	
	☐ Yes	☐ No	☐ Need training	
	☐ Yes	☐ No	☐ Need training	

PART D: DECLARATIONS

- All of the information presented in my Resume and Application is truthful and accurate to the best of my ability. ☐ Yes ☐ No
- 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
- I understand and agree that any personal information submitted will be managed in accordance with the requirements of the Municipal Freedom of Information and Protection of Privacy Act and will only be used to determine eligibility of employment. ☐ Yes ☐ No
- I understand that if I am offered conditional employment, I will have seven (7) days to produce the required documents to London Transit. ☐ Yes ☐ No
- 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