



CAREER PROFILE APPLICATION FORM

Municipality of Chatham-Kent

Historical Interpreter (Ridge House Museum) Summer Student Position Job # CSE 10-1

(Closing 4:00 p.m. on Friday, March 26, 2010)

Please attach this application form to the front of your resume. (Please do not include a cover letter).

PLEASE PRINT:

Name:	(last name)			(first name or name known by)		
Address:	911 Street Address					
	Apartment/Unit #		PO Box		Rural Route	
	City/Town				Postal Code	
Telephone:	Home			Cell		
	Work					
Email address:						

Instructions for completing this Career Profile and preparing your resume:

- Save this Career Profile in a MS Word or Adobe format only; if you do not have the MS Word software program, please use the Adobe version
- Please do not include additional information in the Career Profile unless the profile asks for more details
- Please answer 'yes' or 'no' to each question; please do not select both yes and no, or leave both blank
- Your resume should be based on your skills, experience and qualifications compared to those listed in the job ad for this position
- You should include detailed information in your resume for the questions where you answered 'yes'
- Include your current and past employer's names, and under each employer include job titles, dates you were in each position, and a summary of your experience for each position
- When a question asks for the number of years of experience, please only include a number; please do not include +, >, or < signs, or enter an approximate number of years
- Please do not include copies of transcripts, licenses, certificates, etc.

Student eligibility:

This position has applied to the Young Canada Works (YCW) student subsidy program; to be eligible to apply to this position, applicants must meet the following criteria:

- Registered in the YCW on-line candidate inventory (see <http://www.pch.gc.ca/special/jct-ycw/info-ppts/101-eng.cfm> for information on how to register)
- Do not have another full-time job (over 30 hours a week) while employed with YCW
- Have been a full-time student (as defined by your educational institution) in the semester preceding the YCW job
- Intend to return to full-time studies in the semester following the YCW job
- Are legally entitled to work in Canada
- Are a Canadian citizen or a permanent resident, or have refugee status in Canada (note: Non-Canadian students holding temporary work visas or awaiting permanent status are not eligible)
- Are between 16 and 30 years of age at the start of employment
- Meet the eligibility criteria of the program for which you have been approved
- Are willing to commit to the full duration of the work assignment
- Note: Priority is given to candidates who have not previously participated in a summer work experience program

Did you attend a secondary or post-secondary institution full-time in the spring 2010 semester? Yes No

Will you be attending a secondary or post-secondary institution full-time in the fall 2010 semester? Yes No

Certificate:

Do you possess a current First Aid certificate? Yes No

Please see page 2...

Historical Interpreter (summer student)

Job # CSE 10-1

Page 2

Experience:

Do you possess the following:

Educational background in history or related field? Yes No

Experience working at a museum? Yes No

Do you have musical skills, such as the ability to play a piano? Yes No

If yes, what type of musical skills:

Do you have strong research skills? Yes No

Do you possess effective writing skills? Yes No

Do you have the knowledge of the history of Chatham-Kent? Yes No

Do you have experience planning special events? Yes No

Do you have experience working with children? Yes No

Do you have clerical/administrative experience? Yes No

Computer Skills:

Are you proficient in using Microsoft Office products (i.e. Word, Excel, etc.)? Yes No

Because of the environment this position will be working in, the successful candidate will be required to furnish an original Police Information Search (criminal reference check) prior to commencement of employment.

Are you legally entitled to work in Canada? Yes No

I certify that the information contained in this application is true and complete, to my knowledge. I understand that a false statement may disqualify me from my employment or cause my dismissal. Yes No

Completed by: (print name)

Date completed:

Applicant information is collected under the authority of the Municipal Freedom of Information and Privacy legislation and will be used strictly for the purpose of candidate selection. The Municipality of Chatham-Kent is an equal opportunity employer. We thank all candidates in advance; however, only those candidates selected for an interview will be contacted.