



## CAREER PROFILE APPLICATION FORM

### Municipality of Chatham-Kent

### Arena Facility Operator

(Seasonal part-time and call-in)

#### External Job Registry

#### Job # RF 10 – 11

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

**Applications will be accepted starting July 1, 2010 for a period up to 4:30 p.m. on December 31, 2010.** Resumes will be kept on file for future seasonal and call-in Arena Facility Operator positions during this period with, at the locations you select below; part-time positions are up to 24 hours per week, and include evenings and weekends. Please only apply once during this period. Please visit [www.chatham-kent.ca](http://www.chatham-kent.ca) for re-application information following December 31, 2010. Please do not include copies of transcripts, licenses, certificates, etc.

**PLEASE PRINT:**

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

Please see the bottom of the last page for instructions on completing this Career Profile and your resume

<b>Status: Please check which type (status) of position you would like to be considered for:</b>		
<input type="checkbox"/> Either seasonal part-time/call-in hours	<input type="checkbox"/> Seasonal part-time hours <b>only</b>	<input type="checkbox"/> Seasonal call-in hours <b>only</b>
<b>Please check the location(s) you are interested in working at:</b>		
<input type="checkbox"/> Blenheim Arena	<input type="checkbox"/> Dresden Arena	<input type="checkbox"/> Wallaceburg Arena
<input type="checkbox"/> Bothwell Arena	<input type="checkbox"/> Ridgetown Arena	<input type="checkbox"/> Wheatley Arena
<input type="checkbox"/> Chatham Arenas	<input type="checkbox"/> Tilbury Arena	
<b>Education:</b>		
Do you possess a secondary school diploma? Yes <input type="checkbox"/> No <input type="checkbox"/> <b>OR</b> GED certificate? Yes <input type="checkbox"/> No <input type="checkbox"/>		
If no, are you in the processing of obtaining your secondary school diploma or GED certificate? Yes <input type="checkbox"/> No <input type="checkbox"/>		
Completion date of diploma/GED:		
<b>License requirement: This position requires a valid Ontario Class G driver's license</b>		
Do you possess a valid G or higher (AZ, AMZ, BZ, CZ, DZ, etc.) license? Yes <input type="checkbox"/> No <input type="checkbox"/>		
Type of current valid Ontario driver's license you possess?		
<b>Certifications an asset:</b>		
Do you possess a current Standard First Aid certificate? Yes <input type="checkbox"/> No <input type="checkbox"/>		
Do you possess a current CPR certificate? Yes <input type="checkbox"/> No <input type="checkbox"/>		
Or do you have a combined Standard First Aid/CPR certificate? Yes <input type="checkbox"/> No <input type="checkbox"/>		

**Experience:**

Do you have previous maintenance experience in the following areas: check each area

Electrical Yes  No

Heating Yes  No

Janitorial Yes  No

Plumbing Yes  No

Ventilation systems Yes  No

**Please include below a summary** of your maintenance experience where you checked yes above, and include when and where you obtained your experience:

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Do you have experience working at an Arena? Yes  No

**Please include below a summary of your experience**, and include when/where you obtained your experience:

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Do you have experience driving a Zamboni? Yes  No

**Please include below a summary of your experience**, and include when/where you obtained your experience:

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

Because of the responsibilities, this position requires the successful candidate to have a valid (class G or higher) Ontario driver's licence; a driver's abstract will be conducted by the Municipality of Chatham-Kent.

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

<b>Completed by: (print name)</b>	
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<b>Date completed:</b>	
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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.

**Instructions for completing this Career Profile and preparing your resume:**

- This Career Profile is in a MS Word or Adobe format; if you do not have the MS Word software program, please use the Adobe version (complete by hand)
- 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
- 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 your job titles, dates you were in each position, and details of your experience for each position relevant to this job 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 cover letters or copies of transcripts, licenses, certificates, etc.