



## **TRUCKING & CONSTRUCTION DIVISIONS**

### **TO ALL PROSPECTIVE EMPLOYEES OF SARNIA PAVING STONE LTD.**

This application must be completely filled out to the best of your ability.

We require:

- Current copy of drivers record
- Copy of any training certificates
- Copy of birth certificate, passport or Canadian citizenship

We require your work history, experience, education and driving record. The dates you worked at previous employment and the phone numbers are very important.

Remember the more helpful you are, the faster and easier it is for our Recruiting Department to process your application.

Thank you.

Recruiting Department  
Sarnia Paving Stone Ltd.



## EMPLOYMENT HISTORY

All applicants must provide the following information on all employers during the preceding 5 years.

*Note: List employers in reverse order starting with the most recent and attach sheet if space is needed.*

EMPLOYER			DATES	POSITION HELD
NAME			FROM (M/Y)	REASON FOR LEAVING
ADDRESS				
CITY	PROVINCE	P.CODE	TO (M/Y)	
PHONE #				
Job Description:				

EMPLOYER			DATES	POSITION HELD
NAME			FROM (M/Y)	REASON FOR LEAVING
ADDRESS				
CITY	PROVINCE	P.CODE	TO (M/Y)	
PHONE #				
Job Description:				

EMPLOYER			DATES	POSITION HELD
NAME			FROM (M/Y)	REASON FOR LEAVING
ADDRESS				
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PHONE #				
Job Description:				

EMPLOYER			DATES	POSITION HELD
NAME			FROM (M/Y)	REASON FOR LEAVING
ADDRESS				
CITY	PROVINCE	P.CODE	TO (M/Y)	
PHONE #				
Job Description:				



**TO BE READ AND SIGNED BY APPLICANT**

This certifies that this application was completed by me, and that all entries on it and information in it are true and complete to the best of my knowledge.

I authorize you to make such investigations and inquires of my personal, employment, financial or medical history and other related matters as may be necessary in arriving at an employment decision. I hereby release employers, schools or persons from all liability in responding to inquiries in connection with my application.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the company, as permitted by law.

\_\_\_\_\_ Date

\_\_\_\_\_ Signature

**PROCESS RECORD**  
(Completed by SPS)

Applicant hired \_\_\_\_\_  
Date employed \_\_\_\_\_  
Department \_\_\_\_\_

Rejected \_\_\_\_\_  
Point employed \_\_\_\_\_  
Classification \_\_\_\_\_

	Superior	Good	Fair	Below Average	Poor
Applicant					
Interview					
Past employment					
Written exam					
Road test					
Police/traffic record					

Signature of reviewing officer \_\_\_\_\_

**TERMINATION OF EMPLOYMENT**  
(Completed by SPS)

Date terminated \_\_\_\_\_ Department released from \_\_\_\_\_  
Dismissed \_\_\_\_\_ Voluntary quit \_\_\_\_\_ Other \_\_\_\_\_  
Termination placed in file \_\_\_\_\_