



**Candidates are only eligible for summer student employment if the following criteria are met:**

- Applicants must be currently enrolled at an accredited post secondary institution and be returning for the following fall semester.
- Current secondary school students graduating in June 2023 and entering a post secondary institution may be considered.

**If you are ineligible for summer student employment  
DO NOT FILL OUT THIS FORM**

**City Work Experience**

Have you worked for the City before? Yes  No  Are you a returning summer student? Yes  No

If yes, please specify Department: \_\_\_\_\_ Supervisor: \_\_\_\_\_

**Personal Information**

Name: \_\_\_\_\_ Email Address: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_ (Cell) \_\_\_\_\_ (Home)

Home Address: \_\_\_\_\_  
No. & Street City Province Postal Code

**Education**

Name of Education Institution you currently attend: \_\_\_\_\_

Current Course of Study (Specify Major/Minor): \_\_\_\_\_

Total Length of Study (years): \_\_\_\_ Graduate/Other Schooling? (Specify): \_\_\_\_\_

Years Completed (as of this summer): \_\_\_\_ Will you be continuing the above course of study? Yes  No

(If No) Please Indicate New Course of Study: \_\_\_\_\_ Length of Study (years): \_\_\_\_

**Please Indicate Areas of Interest**

Please indicate the position(s) you wish to apply for by marking the boxes below

Labour\*  Clerical  Engineering  Recreation & Programming  Aquatics

\*Are you comfortable working in a cemetery environment? Yes  No

### Availability

First Date Available for work: \_\_\_\_\_

Are you able to work the following:  Evenings  Weekends  Holidays

### Training, Skills, and Certifications

**Please Check All Current Certifications You Possess**

Bronze Cross  C.P.R  First Aid  Valid Driver's License  License Class \_\_\_\_\_ (G1/G2/G)

Additional Skills / Information: \_\_\_\_\_

**PLEASE ATTACH RÉSUMÉ & PROOF OF CURRENT EDUCATION TO THIS APPLICATION**

I hereby certify that the information contained herein is true and accurate. I understand that giving false information may result in a refusal to hire or in disciplinary action up to and including termination of my employment.

Signature	Date
-----------	------

Delivery of an executed copy of the signature page to this Agreement by facsimile transmission or transmitted electronically in either a Tagged Image Format File ("TIFF") or Portable Document Format ("PDF") shall be effective as delivery.

Further information is available at our website:  
[saultsternarie.ca/SummerStudents](http://saultsternarie.ca/SummerStudents)

The Corporation of the City of Sault Ste. Marie is an inclusive employer. Accommodation is available in accordance with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act, 2005.

When finished filling out this application, please save and send with a résumé to [human.resources@cityssm.on.ca](mailto:human.resources@cityssm.on.ca) .

Subject Line - Summer Student

---

The Human Resources Department will accept summer student applications from **January 1<sup>st</sup> to March 15<sup>th</sup>** of each year.

This deadline applies to both new **and** returning summer students.

---