



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 of this year and entering a post secondary institution this year, 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:

saultstemarie.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.

Subject Line - Summer Student

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

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