

APPLICATION FORM

Referred By: _____		
POSITION FOR WHICH YOU ARE APPLYING (CHECK APPROPRIATE BOX)		
Accounting	Clerical	Ground Equipment Mechanic
Aircraft Groomer	Crew Scheduler	Human Resources
Aircraft Mechanic	Customer Service Agent	Reservations Agent
Avionics Technician	Dispatcher	Sales and Marketing
Cargo Agent	Flight Attendant	Station Agent
Cargo Attendant	Flight Operations	Other: _____

PERSONAL DATA (Please print or type)			
Last name	First name	Middle	
Address		Home Telephone Number ()	
City	Province	Postal Code	Business Telephone Number ()
Have you ever been employed by First Air before? <input type="checkbox"/> No <input type="checkbox"/> Yes If so, when? _____			
Have you ever been convicted of a criminal offence for which a pardon has not been granted? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Are you willing to relocate? <input type="checkbox"/> No <input type="checkbox"/> Yes If so, preferred locations? _____			

AVAILABILITY	
Are you legally eligible to work in Canada	<input type="checkbox"/> Yes <input type="checkbox"/> No Date available to start work: _____
Are you available to work:	<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Shift-Work <input type="checkbox"/> Temporary

EDUCATION	
SCHOOL NAME/LOCATION	Type of Degree, Diploma or Certificate Received
Secondary School	
University or College	
Business or Trade School	
Other	

EMPLOYMENT HISTORY (Please list in order beginning with current or most recent employer)				
FROM	TO	NAME OF EMPLOYER	POSITION HELD	REASON FOR LEAVING

NOTE: PLEASE COMPLETE BOTH SIDES FOR PROPER CONSIDERATION.

APPLICATION FORM

LANGUAGES

English Spoken Written *French* Spoken Written *Inuktitut* Spoken Written *Other* _____

SPECIAL SKILLS TO BE COMPLETED BY THOSE APPLYING FOR MAINTENANCE POSITIONS ONLY

Skill	Years	Skill	Years	Skill	Years
A/C Inspection		A/C Engine Overhaul		Carpentry	
A/C Maintenance		Machinist		Sheet Metal	
A/C Major Overhaul		Upholstery		Other	
Valid Licenses, Trade Certificate and Papers			Type of Equipment/Aircraft Worked		

EMPLOYMENT EQUITY COMPLETION OF THIS SECTION IS OPTIONAL

Recruitment to First Air is based on the principles of Merit and Employment Equity. **Your voluntary response** to the questions below will assist us in determining whether First Air is becoming a more representative workforce. First Air is committed to ensuring employment equity and this information may also be used by departments to determine eligibility for employment equity programs and services for women, Aboriginal persons, persons with a disability and members of visible minority groups. Please note that a person may be a member of more than one designated employment equity group.

Are you a member of a designated group? Woman Aboriginal Visible Minority Person with disability

AN ABORIGINAL PERSON is a North American Indian or a member of a First Nation, Métis or Inuit. North American Indians or members of a First Nation include status, treaty or registered Indians, as well as non-status and non-registered Indians. **A PERSON IN A VISIBLE MINORITY GROUP** is someone (other than an Aboriginal person as defined above) who is non-white in colour/race, regardless of place of birth.

A PERSON WITH A DISABILITY is a person with a long-term or recurring physical, mental, sensory, psychiatric **or** learning impairment, and who consider themselves to be disadvantaged in employment is likely to consider them to be disadvantaged in employment by reason of that impairment, **or** believe that an employer or potential employer is likely to consider them to be disadvantaged in employment by reason of that impairment. This includes persons whose functional limitations owing to their impairment have been accommodated in their current job or workplace.

PRIVACY STATEMENT

The personal information you provide is voluntary and will be used by First Air to determine suitability for employment and for statistical purposes. It is collected under the authority of the Employment Equity Act and is protected under the Privacy Act. You may obtain access to, request correction of or have a notation added to the information about yourself. Application forms will be held on file for a period of six (6) months and in the case of a successful applicant, the form will be placed in a personnel file.

I hereby declare that the foregoing information is true and complete to my knowledge. I understand that a false statement may disqualify me from employment, or result in dismissal for just cause. By signing this application for employment, I hereby authorize First Air to check into my background by any means deemed necessary to qualify me for employment. In addition, I authorize my former employer(s) to provide references and employment information to First Air.

Signature: _____ Date: _____

You are encouraged to attach your current resume.

Only applicants who best meet the requirements of a vacant position will be contacted.

NOTE: PLEASE QUOTE REFERENCE NUMBER IF APPLYING FOR SPECIFIC POSITION: _____

PLEASE COMPLETE THIS APPLICATION AND SUBMIT ALONG WITH YOUR RESUME ON-LINE
recruit@firstair.ca OR VIA FAX: 613-839-1620