



2016 SUMMER STUDENT POSITIONS

**APPLICATION DEADLINE IS:
JUNE 3rd, 2016 at 4:00 p.m.**

As outlined in the Curve Lake First Nation Employment Policy, applications in accordance with the Human Rights Act – Section 24, subsection 1 (a) are now being accepted from students who are **Status Members of Curve Lake First Nation for the following:**

Positions Available

- **Daycare Playroom Assistant (4)**
- **Reception- Government Services (1)**
- **Public Works Assistant (2)**
- **Day Camp Counsellor (2)**
- **Pow Wow Support Worker (1)**
- **Daycare Island Worker (1)**
- **Reception- Health Centre (1)**
- **Junior Lands and Environmentalist (1)**
- **Cultural Centre Assistant (1)**

Eligibility Criteria

- All applicants must be a Status Member of Curve Lake First Nation between the ages of 15 and 30 at the start of the Summer Student Program.
- All applicants must have been a **registered full-time student at the end of 2015/2016** academic year and **returning to school in the 2016/2017** academic year.
- A Basic Information Form is attached and the completed form **MUST BE** submitted with your application package.
- **Students can apply for up to TWO positions – please indicate your order of preference.** A complete application package for each job must be submitted as there are separate job interviews.
- The terms of employment range from **8 weeks** beginning **July 4th, 2016** with **mandatory** training for the first week.
- **All students will work 32 hours weekly with a paid lunch hour. Rate of pay is \$11.25/hr**

Application Procedure

CLFN Student Application Forms, Student Basic Information Forms, and Day Care Medical Form and Individual Summer Student Position Descriptions are available at the Reception Desk at the Government Services Building and the Employment Resource Centre.

Email: LoriC@curvelake.ca

A complete Application Package consists of:

(Please use this as a checklist before handing in your application package)

- Cover Letter indicating which position you are applying for
- Completed CLFN Student Application Form
- Completed Student Employment Basic Information Form
- CPIC ◀REMEMBER! Must be attached to application or proof of receipt that application has been made. Successful candidates will be reimbursed.
- Current Resume
- One (1) Reference that includes Name, Address and Phone Number

NOTE:

- Students who apply to work at the Day Care Centre must have **medical certification of up-to-date immunization**. This form is available at the Day Care Centre, the Government Services Building, and at the Employment Resource Centre. Please attach with your application if applying for Day Care Positions (including Daycare Island Worker position).
- Also, if you are a 1st time applicant, please make sure you have applied for/or have your Social Insurance Number before commencement of employment.
**You now need to apply in person at Service Canada office in Peterborough.*

Applications are to be addressed to:

**Summer Student Selection Committee
Curve Lake First Nation Government Services Building
Curve Lake, ON K0L 1R0**

or can be faxed in: 705-657-8708

Please ensure that your Application Package is received at the Reception Desk at the Government Services Building before **4:00 pm Friday, June 3rd, 2016.**

LATE APPLICATIONS WILL NOT BE CONSIDERED.

- This session of Summer Student **Interviews are scheduled** to be held in the evenings on **June 10th & 11th, 2015** at the Government Services Building.

******Bonus Points will be awarded for attending this session******



APPLICATION FOR STUDENT SUMMER EMPLOYMENT

SUMMER STUDENT POSITION BEING APPLIED FOR: (PLEASE LIST IN ORDER OF PRIORITY) #1. _____ #2. _____
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PERSONAL DATA: CERTIFICATE OF INDIAN STATUS NUMBER _____

Last Name:	Given Names:
Present Address (Including Postal Code)	
Home Telephone:	Alternative Telephone:

EDUCATION

SCHOOL	COURSE OF STUDY	DATES FROM MONTH/YEAR	ATTENDED TO MONTH/YEAR	DEGREE OR DIPLOMA	DATE

DO YOU HAVE ANY LEARNING CHALLENGES AND REQUIRE WRITTEN QUESTIONS IN THE INTERVIEW?

_____ **YES** _____ **NO**

OTHER COURSES, WORKSHOPS, SEMINARS AND LICENSES OR CERTIFICATES OBTAINED WHICH RELATE TO THE POSITION BEING APPLIED FOR:

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ELABORATE ON THE FACTUAL MATERIAL ALREADY PRESENTED AND SHOW HOW THIS EXPERIENCE IS RELEVANT TO THE POSITION FOR WHICH YOU ARE APPLYING.

I HEREBY DECLARE THAT THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE AND COMPLETE TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE. I UNDERSTAND THAT A FALSE STATEMENT MAY BE CAUSED FOR DENIAL OR IMMEDIATE TERMINATION OF EMPLOYMENT.

SIGNATURE

DATE

EMPLOYMENT REFERENCES - ONLY 1 REQUIRED - SUPERVISOR PREFERRED

NAME AND OCCUPATION	ADDRESS	PHONE NUMBER

Government Services Building
22 Winookeeda Road
Curve Lake, Ontario K0L1R0



Phone: 705.657.8045
Fax: 705.657.8708
www.curveLakefn.ca

SUMMER STUDENT EMPLOYMENT BASIC INFORMATION FORM 2016

****Please print all information legibly*** Thank you*

Applicant's Name: _____

*Home Phone Number: _____ Alternate Phone: _____

*Applicant's email address: _____

*Date of Birth: _____ Required age is 15 to 30 yrs at start of term

*Curve Lake First Nation Membership Number: _____

Do you have a Social Insurance Number (SIN)? Yes No Have Applied

You can provide SIN now or when offered a job _____ (this is optional).

Name of Reference _____ Title _____

Phone Number (Day or Office) _____ (Evening or Home) _____

Name of the School attended in 2015/16 School Year: _____

Name of the School registered to attend in 2016/17 School Year: _____

To help with the Selection Process, the Education Staff of CLFN will be checking your **School Attendance Records** and will provide a score based on attendance to the Hiring Selection Committees. Please check the appropriate box if you are granting permission for the CLFN Education Staff to check your attendance records? Yes No

Print Name of Applicant

Applicant's Signature

Date

Parent/ Guardian signature required if applicant is **under** 18 years old.

Print Name of Parent/Guardian

Parent/Guardian Signature

Date

Thank you for completing this form. This form is confidential once completed.