

Application for Employment  
Town of Hanna

## Swimming Pool Lifeguard and/or Instructor

Preference may be given to those who are available to begin work in May.

Lifeguard/Instructor positions require that you be friendly, approachable, and outgoing with the public while supervising and maintaining a safe, enjoyable aquatic facility. Successful applicants will provide proof of their qualifications and certifications as required by regulations for the operation of a public swimming pool.

In addition to the duties involving proper supervision of patrons and the facility, this position requires regular janitorial and facility caretaking. May be required to assist with registration and receipting of cash in conjunction with the overall operation of the facility. Weekends, evenings and split shifts will be required depending upon facility operating schedule. Duties include the planning and implementation of special events and activities.

Those interested can submit their resume or application:

- in person at the Town Office during business hours
- by mail at Box 430
- by email to [admin@hanna.ca](mailto:admin@hanna.ca). Please follow up within 5 business days if you have not received a reply indicating the application has been received.

-----  
**Personal Information**

Name \_\_\_\_\_ Telephone # (\_\_\_\_) \_\_\_\_\_  
*Last First*

Mailing Address \_\_\_\_\_

\_\_\_\_\_  
*Town/City Province Postal Code*

Email: \_\_\_\_\_ Cell Phone: (\_\_\_\_) \_\_\_\_\_

Date: \_\_\_\_\_

Are you available to work:

Full-time

Part-time Specify days and hours if part-time \_\_\_\_\_

Were you previously employed with us? \_\_\_\_\_ If yes when? \_\_\_\_\_

If your application is considered favorably on what date will you be available for work?

\_\_\_\_\_, 20\_\_\_\_\_

<b>Education</b>				
<b>Type of School</b>	<b>Name of School</b>	<b>Location</b> (complete mailing address)	<b>Years Completed</b>	<b>Major &amp; Degree</b>
<b>High School</b>				
<b>Post Secondary</b>				

<b>Employment</b>		
<b>Company:</b> <b>Address:</b> <b>Phone No. ( )</b>	<b>Name of Supervisor:</b> <b>Duties Performed:</b>	<b>Employed From: To:</b> <b>Reason for Leaving</b>
<b>Company:</b> <b>Address:</b> <b>Phone No. ( )</b>	<b>Name of Supervisor:</b> <b>Duties Performed:</b>	<b>Employed From: To:</b> <b>Reason for Leaving</b>
<b>Company:</b> <b>Address:</b> <b>Phone No. ( )</b>	<b>Name of Supervisor:</b> <b>Duties Performed:</b>	<b>Employed From: To:</b> <b>Reason for Leaving</b>

<b>Personal References (exclude Supervisors listed above and relatives)</b>		
<b>Name</b>	<b>Relationship:</b>	<b>Phone No. ( )</b>
<b>Name</b>	<b>Relationship:</b>	<b>Phone No. ( )</b>

Have you been charged with a criminal offence? If so, please explain.

---

---

---

I have not been charged with a criminal offence.

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Signature of Parent (if under 18 years)*

Should you be successful in obtaining employment with the Town of Hanna, you may be required to supply a driver's abstract, criminal record check or a vulnerable person's background check depending upon your duties or position with the Town.

I certify that the above information is correct. I authorize the references, supervisors and educational institutions listed above to give you any information concerning my prior employment or education. I understand that you, as my potential employer are collecting my personal information on this form and from the references, supervisors and educational institutions listed above to determine my suitability for the position I have applied for and, if I am hired, for the purpose of our employment relationship. I understand and agree that you, as my potential employer, will use and disclose my personal information only for those purposes or as permitted or required by law. By signing this form, I consent to the collection, use and disclosure by you, as my potential employer, of my personal information for these purposes.

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Signature of Applicant*

**~ Please attach any additional information you feel may be helpful in our selection ~**

**Please complete this form *if you are applying for employment as a Lifeguard / Instructor.*  
Ensure that photocopies of all awards and certificates are supplied.**

Name: \_\_\_\_\_

Telephone #: \_\_\_\_\_

Birth date: \_\_\_\_\_

Certification Date

Bronze Medallion \_\_\_\_\_

Bronze Cross \_\_\_\_\_

Senior Resuscitation \_\_\_\_\_

National Lifeguard Award - pool option \_\_\_\_\_

Instructor Certification: WSI I \_\_\_\_\_

WSI II \_\_\_\_\_

RLSSC \_\_\_\_\_

Standard First Aid: Type: \_\_\_\_\_

Basic Rescuer CPR \_\_\_\_\_

Others:

Other Relevant Information:

**What position are you applying for? Please check all that apply.**

Qualifications

<input type="checkbox"/> Manager/Pool Operator	<i>Pool operator I, NLS, WSII, Standard First Aid - AEC, 18 years+, Considerable experience with staff MGMT</i>
<input type="checkbox"/> Shift Supervisor – Advanced	<i>18 years, NLS, WSII, Standard First Aid - AEC</i>
<input type="checkbox"/> Shift Supervisor	<i>18 years, NLS, Standard First Aid - AEC</i>
<input type="checkbox"/> Junior Lifeguard – Advanced	<i>16 years, NLS, WSII, Standard First Aid - AEC</i>
<input type="checkbox"/> Junior Lifeguard	<i>16 years, NLS, Standard First Aid - AEC</i>