



TIMMINS POLICE SERVICE

CIVILIAN APPLICATION FORM

Please submit completed application form, cover letter and resume to Timmins Police Service via email to tpsrecruitment@timmins.ca.

SECTION 1: PERSONAL INFORMATION

Last Name:	Given Name:	Middle Name:
Complete Address (including Number, Street, Apt. Number, Lot, Concessions, Rural Route #)		
City or Town	Province	Postal Code:
Business or Day Phone Number:	Cell Phone Number:	
Home or Evening Phone Number:	E-Mail Address:	

Question:	Yes	No
Are you at least 18 years of age?	☐	☐
Are you legally eligible to work in Canada?	☐	☐
Are you a Canadian citizen or a permanent resident of Canada?	☐	☐
Do you possess a valid driver's license that permits you to drive an automobile in Ontario with full driving privileges and do you have six or fewer demerit points?	☐	☐
Have you ever been convicted of any criminal offence under a federal statute for which a pardon has not been granted or issued? (This means any fine, period of imprisonment, or period of probation offered by the court)	☐	☐
If you were previously convicted under a federal statute (this does not involve a finding of guilt under the YCJA or the YOA, or a finding of delinquency under the JDA), have you been granted or issued a pardon? If yes, please provide details of the circumstance:	☐	☐
or in the event of a discharge relating to a finding of guilt (this does not involve a finding of guilt under the YCJA or the YOA, or a finding of delinquency under the JDA), have the records been sealed by the R.C.M.P.?	☐	☐
Will you possess a valid CPR and First Aid Certificate by the time a job offer is given?	☐	☐



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SECTION 2: EDUCATION

SECONDARY SCHOOL ATTENDED		Highest Grade or Level Completed (if applicable, attach equivalency certificate)	
Address (including city)		Type of Certificate or Diploma Obtained	
BUSINESS, TRADE OR TECHNICAL SCHOOL ATTENDED		Course Name	
Address (including city)		Dates and number of years attended	
COMMUNITY COLLEGE ATTENDED		Program Name	
Address (including city)		Date and number of years attended	
Specify License, Certificate or Diploma Awarded			
UNIVERSITY ATTENDED		Specify Major Area of Study	
Address (including city)		Dates and number of years attended	
Degree Awarded		General	Honors
OTHER RELEVANT COURSES, WORKSHOPS, SEMINARS, TRAINING, CERTIFICATES OR DEGREES			



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SECTION 3: EMPLOYMENT HISTORY

Please Note: Beginning with your present or previous employer and continuing in reverse time order, list and describe every position you have held since the beginning of your work experience. If you have held two or more positions with the same employer, list and describe each position separately. Include military, part-time and summer employment. **(Please attach additional sheets as required)**
Is your current employer(s) aware you are seeking employment? Please be advised they may be contacted at a further point in the selection process.

Present or Previous Employer		
Telephone Number	Date of Employment: From	To:
Complete Mailing Address (include Postal Code)		
Supervisor's Name and Title	Your Position Title	
Brief Description of Duties		
Reason for Leaving		
Present or Previous Employer		
Telephone Number	Date of Employment: From	To:
Complete Mailing Address (include Postal Code)		
Supervisor's Name and Title	Your Position Title	
Brief Description of Duties		
Reason for Leaving		
Present or Previous Employer		
Telephone Number	Date of Employment: From	To:
Complete Mailing Address (include Postal Code)		
Supervisor's Name and Title	Your Position Title	
Brief Description of Duties		
Reason for Leaving		



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SECTION 4: LIST ANY QUALIFICATIONS YOU HAVE WHICH YOU BELIEVE ARE RELEVANT TO THIS POSITION:

List Qualifications here:		
Have you ever applied to any other police service?		
Yes		No
If yes, complete the following:		
Name of Service(s)	Date(s)	Is your application currently active?
1.		Yes ☐ No ☐
2.		Yes ☐ No ☐
3.		Yes ☐ No ☐
4.		Yes ☐ No ☐
5.		Yes ☐ No ☐
6.		Yes ☐ No ☐
7.		Yes ☐ No ☐
8.		Yes ☐ No ☐
Did any member of the Timmins Police Service refer to our application process?		Yes ☐ No ☐
If yes, what is the name of the member? (Note: you can only provide one name)		
Declaration: I hereby declare that the above information is true and complete to the best of my knowledge.		
I understand that a false statement or omission may disqualify me from further consideration for employment or result in dismissal should I be appointed as a Timmins Police Service Civilian Staff member. It is understood and accepted that I am involved in a competitive process and that I may be declined at any stage of the process.		

Applicant's Signature: _____ Date: _____