



APPLICATION FOR EMPLOYMENT

EAST OTTAWA

236 Vanguard Dr.
Orleans, ON
K4A 3V6
orleans@robertsonrentall.com

WEST OTTAWA


255 Michael Cowpland Dr.
Kanata, ON
K2M 0M5
kanata@robertsonrentall.com

GENERAL INFORMATION

INSTRUCTIONS: Please print clearly in black or blue ink. Answer **ALL** questions. Sign and date the form.

PERSONAL INFORMATION

First Name _____ Last Name _____
Street Address _____
City _____ Postal Code _____
Home Phone # _____ Alternate Phone # _____
Birth Date (Optional) _____ Email _____

Bilingual **YES | NO**
Do you smoke? (Optional) **YES | NO**
Drivers Licence? **YES | NO**  Please specify class (G1, G2, D, DZ, A, AZ) _____
Any accidents/speeding tickets? **YES | NO**
If YES, please specify _____

Have you been convicted of a felony in the past 5 years? (Optional) **YES | NO**
If YES, please specify _____

AVAILABILITY

Store Location: **Orleans | Kanata | Both**
Availability (Store Hours: Mon-Fri 7am-6pm | Saturday 8am-1pm)
Monday _____
Tuesday _____
Wednesday _____
Thursday _____
Friday _____
Saturday _____
When are you available to start? _____

EDUCATION

Name and location of school - DEGREE/DIPLOMA - GRADUATION DATE

Skills & Qualifications: LICENSES, TRAINING, AWARDS

EMPLOYMENT HISTORY

PRESENT OR LAST POSITION

Employer: _____

Phone: _____

Address: _____

Email: _____

Supervisor: _____

Position Title: _____

From (Month/Year) _____

To (Month/Year) _____

Responsibilities:

Salary / Hourly Pay: _____

Additional Perks or Incentives: _____

Reason for Leaving:

May we contact this employer for a reference?

YES | NO

PREVIOUS POSITION

Employer: _____

Phone: _____

Address: _____

Email: _____

Supervisor: _____

Position Title: _____

From (Month/Year) _____

To (Month/Year) _____

Responsibilities:

Salary / Hourly Pay: _____

Additional Perks or Incentives: _____

Reason for Leaving:

May we contact this employer for a reference?

YES | NO

ADDITIONAL REFERENCES

Name / Title / Address / Phone

TELL US ABOUT YOURSELF...

**If you require more space for your answers, please attach an additional sheet

1) Check off the position you are applying for:

- Warehouse & Yard Person
- Delivery Driver
- Mechanic
- Inside Sales
- Outside Sales
- Accounting

2) Why would you be the best person for this job?

3) Do you consider yourself to be overqualified for this job?

4) What relevant experience do you have?

5) How comfortable are you driving large vehicles and equipment?

6) Describe a difficult experience at work and how you handled it.

7) Describe your best boss and your worst boss.

8) Describe your career goals/future goals.

9) How long do you expect to work for this company?

10) How do you feel about working weekends? *We are open 8am-1pm Saturdays*

14) Are you comfortable with technology such as a cell phone or computer?

- Yes
- No

12) How many hours would you prefer every 2 weeks?

- 20-40
- 40-60
- 60-80
- 80-100
- As many as I'm needed for.

15) Do you prefer to work alone or on a team?

17) How would you handle working past your scheduled time?

18) How do you manage stress?

19) How much do you expect to get paid?

20) What interests you about this job?

21) What did you like or dislike about your previous job?

I certify that information contained in this application is true and complete. I understand that false information may be grounds for not hiring me or for immediate termination of employment at any point in the future if I am hired. I authorize the verification of any or all information listed above.

SIGNATURE: _____

DATE: _____

We thank all who apply, however only those who are considered for the position will be contacted.

Please sign and upload to the job application page on our website.
You may also hand deliver or email to **jobs@robertsonrentall.com**