



Career Focus Employer Application Form

EMPLOYER CONTACT INFORMATION

Date: (DD/MM/YYYY)	Contact Person Last Name:	Contact Person First Name:
Position:	Contact Phone (999-999-9999):	Contact Email:

BUSINESS INFORMATION

Business Name:	Legal Name of Business (if different):	WCB #:
BC Registration #:	BC Registration Date: (DD/MM/YYYY)	Years in Business:
Mailing Address:		Physical Address (if different than mailing address):
Address:	City:	Postal Code:
Address:	City:	Postal Code:
Phone (999-999-9999):	Fax (999-999-9999):	Website:
Main Activity of Business:	# of Employees (all locations):	Industry Sector:
Company Legal Structure:		
<input type="checkbox"/> Sole Proprietor	<input type="checkbox"/> Band Council	<input type="checkbox"/> Partnership
<input type="checkbox"/> BC Corporation	<input type="checkbox"/> Federal Corporation	<input type="checkbox"/> Society
<input type="checkbox"/> Other		

Names and titles of those company representatives authorized to sign contracts:

Name	Title

Names and titles of those company representatives authorized to sign Career Focus claim forms (if not listed above):

Name	Title

JOB POSITION DETAILS

Position / Title:	Position Start Date: (DD/MM/YYYY)	Starting Wage:
Location:	Hours (per week)	Position Objective (candidate will be working toward a career as a:)



JOB DESCRIPTION / RESPONSIBILITIES

Detail position summary, duties, responsibilities etc: *(Job Description can be attached in addition)*

Detail Required Qualification: *(Include education, training, skills, physical requirements, previous training etc.)*

EMPLOYER ATTESTATION

I, (_____) hereby attest that (_____)
(Designated signing authority of employer) (Business Name)

Currently has (_____) pre-existing available position(s), starting on (_____ (DD/MM/YYYY))

Please read carefully and check "I Accept" for each line to complete your application.

I Accept:

- I would not have considered inexperienced youth for this or these vacant position(s) in the absence of wage subsidy and;
- I will consider hiring the youth participant(s) to fill the available position(s) following the end of the Work Experience term.
- I will provide a safe work environment that adheres to required Provincial laws and legislations.
- I authorize a representative of Bowman Employment Services to contact me for further information, as required.
- I agree and understand that I am NOT to hire a youth for the Career Focus Program before a Funding Agreement has been approved and signed.
- I will create a learning plan with the participant

Applicant's Signature:	Date: (DD/MM/YYYY)
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Please **print and sign** your completed application and fax it to 866-861-3135 or email it to careerfocus@bowmanemployment.com.

Someone will contact you within **2 working days** to discuss your application.

This project is funded in part by the Government of Canada's Youth Employment Strategy.