



Poets Cove Resort & Spa
9801 Spalding Road
South Pender Island, BC
V0N 2M3

Phone: 250-629-2100
Fax: 250-629-2105
hr@poetscove.com
www.poetscove.com

APPLICATION FOR EMPLOYMENT

Date: _____

Name: _____ Social Insurance Number: _____

Address: _____ City: _____ Province: _____

Postal Code: _____ Phone #: _____ Message: _____ Email: _____

Are you legally eligible to accept employment in Canada? Yes No

If applicable, please provide a copy of your working visa. Expiry Date: _____

Are you bondable? Yes No
(Some positions may require you to be bonded)

Do you have a valid B.C. Drivers License? Class: _____ Yes No
(You will need to provide a **DRIVERS ABSTRACT** at time of interview.)

Languages you speak fluently? (a) _____ (b) _____ (c) _____

Are you presently employed? _____ When would you be available to start work? _____



PLEASE SUBMIT RESUME WITH APPLICATION

Work History:

<i>Name and location of Company</i>			<u>Describe the work you did</u>
<p>Can we call for a reference? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Telephone _____</p>	<u>From</u> <i>Mo/Yr.</i>	<i>To</i> <i>Mo/Yr.</i>	<p>Name of Supervisor: _____</p> <p>Reason for Leaving: _____</p>
<i>Name and location of Company</i>			<u>Describe the work you did</u>
<p>Can we call for a reference? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Telephone _____</p>	<u>From</u> <i>Mo/Yr.</i>	<i>To</i> <i>Mo/Yr.</i>	<p>Name of Supervisor: _____</p> <p>Reason for Leaving: _____</p>
<i>Name and location of Company</i>			<u>Describe the work you did</u>
<p>Can we call for a reference? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Telephone _____</p>	<u>From</u> <i>Mo/Yr.</i>	<i>To</i> <i>Mo/Yr.</i>	<p>Name of Supervisor: _____</p> <p>Reason for Leaving: _____</p>



Educational Background

Type of School	<i>Name and Address</i>	<i>Years Attended</i>	<i>Graduated</i>	<i>Area of Studies</i>
High School		/	<input type="checkbox"/> Yes <input type="checkbox"/> No	
<i>College</i>		/	<input type="checkbox"/> Yes <input type="checkbox"/> No	
<i>Post Graduate</i>		/	<input type="checkbox"/> Yes <input type="checkbox"/> No	
<i>Business or Trade</i>		/	<input type="checkbox"/> Yes <input type="checkbox"/> No	
<i>Other</i>		/	<input type="checkbox"/> Yes <input type="checkbox"/> No	

YEAR ROUND AND SEASONAL POSITIONS

Kitchen

- Chef De Partie
- 1st Cook
- 2nd Cook
- Prep Cook
- Steward

Food Outlets

- Server
- Host/Hostess

Catering

- Banquet Servers
- Banquet Houseperson

Accommodation

- Front Desk
- Reservations
- Night Audit
- Bell Staff
- (Must have valid driver's license)
- Room Attendant
- (Valid driver's license preferred)
- Housepersons
- Concierge

Maintenance

- (Must have valid drivers license)
- Building Maint.
- Outside Maint.

Susurrus Spa

- Receptionist
- Spa Attendant
- Massage Therapist
- Esthetician
- Nail Technician

Docks

- Marina Attendant
- Grounds Crew

Marketplace

- Cashier
- Beer/Wine Store
- (Must be 19yrs old)

Activities

- (Must have valid drivers license
And valid first aid ticket)
- Activities Leader
- Pool Attendant



Poets Cove Resort & Spa may complete criminal records/background check for all positions. Do you consent to Poets Cove Resort & Spa completing a criminal background check regarding any possible criminal convictions for which a pardon, under the Criminal Records Act (Canada), has not been granted or where the pardon has been revoked? Yes No

(A criminal record will not necessarily bar you from employment since this will be looked upon as only one of the factors considered in the employment decision and is evaluated in terms of the relatedness to the employment.)

PLEASE READ CAREFULLY

In Signing this application, I understand that any deliberate omission or falsification of information by me in this form will be sufficient reason for denial or termination of employment. I authorize Poets Cove Resort & Spa to verify any information contained in this application. The personal information collected here is secure and used for the purposes of hiring and your employment if hired, by Poets Cove Resort & Spa.

Applicant Signature _____

Date _____