# ProvMB Logo_clrAPPLICATION FORM

Please complete this Application Form in either English or French (your choice) and submit it along with your resume and a cover letter. The Selection Board will rely on the information you provide in these documents to determine whether you will be selected for further assessment.

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| **Advertisement #** | 38001 |
| **Job Title** | Bilingual EIA Financial Worker (SP1) |
| **Department** | Department of Families / Community Service Delivery Division / Regional Social Services |
| **Location** | Various Winnipeg locations |

**PART 1: APPLICATION INFORMATION**

**(REQUIRED)**

|  |  |
| --- | --- |
| First Name: | Family (last) Name: |
| Phone Number: | Email: |

I am currently employed with the Manitoba Government in a term, regular or departmental position.

## PART 2: SCREENING CRITERIA

**(REQUIRED)**

Please describe how you meet each of the screening criteria below using significant and relevant examples from your experience. Your written communication skills will be assessed for clarity, spelling and grammar.

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| **Screening criterion #1:** Are you fluently bilingual, and able to speak and write in both English and French? (Yes or No) |
|  |
| **Screening criterion #2:** Please describe your experience assessing and verifying applicant information to determine eligibility for a program or service. (Please do not exceed 300 words) |
|  |
| **Screening criterion #3:** Please describe your experience working with people from diverse backgrounds, such as persons with disabilities, persons who are financially and/or socially disadvantaged, newcomers, different cultures, etc. (Please do not exceed 300 words) |
|  |

*We thank all candidates for their interest and participation in this competition however only candidates selected to move forward in the selection process will be contacted.*

## PART 3: EMPLOYMENT EQUITY DECLARATION

**(VOLUNTARY)**

*The Manitoba government recognizes the importance of building an exemplary public service reflective of the citizens it serves, where diverse abilities, backgrounds, cultures, identities, languages and perspectives drives a high standard of service and innovation.*

*The Manitoba government supports equitable employment practices and promotes representation of designated groups (women, Indigenous people, persons with disabilities, visible minorities). We encourage applicants to voluntarily self-declare.*

[*Click here for more information on the Employment Equity Policy.*](http://www.gov.mb.ca/csc/policyman/equity.html)

**Please check the boxes that apply to you. Note that you may declare in one or more of the employment equity groups.**

WOMEN

INDIGENOUS PEOPLE

PERSONS WITH DISABILITIES

VISIBLE MINORITIES

## PART 4: VETERANS’ PREFERENCE DECLARATION

**(VOLUNTARY)**

*Veteran status is a consideration in all competitions where it is deemed to be in the public interest. Completion of this veterans’ preference declaration is voluntary.*

[*Click here for more information on the Veterans’ Preference Policy*.](http://www.manitoba.ca/csc/policyman/veterans.html)

I wish to declare Veteran status

## PART 5: APPLICATION DECLARATION

**(REQUIRED)**

|  |  |
| --- | --- |
| By indicating “yes” in the adjacent box, I certify that the information provided on this application is accurate and complete to the best of my knowledge as of the date indicated below. I understand that falsified or misleading statements and omissions will result in rejection of this application and, if employed, may be cause for termination. **(yes/no)** |  |

Date: