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| **Part 1 – Position Information** (Please confirm the Advertisement Number and Position Title for the position you are applying to). | | | | | | | |
| **Advertisement Number:** | 39174 | **Position Title:** | | Assistant Facility Manager | | | |
| **Part 2 – Applicant Information** | | | | | | | |
| **Legal First Name:** |  | | | **Last Name:** |  | | |
| **Preferred Name:** |  | | | | | | |
| **Email:** |  | | | **Phone Number:**  (i.e. 204-123-4567) |  | | |
| **Mailing Address Line 1:**  (i.e. Street Name) |  | | | | **Suite No./P.O. Box** | |  |
| **Mailing Address Line 2:** |  | | | | **Postal Code:**  (i.e. A1A 1A1) | |  |
| **City:** |  | **Province:**  (i.e. MB for Manitoba) | |  | **Country:**  (i.e. CA for Canada) | |  |
| **Have you been previously employed by the Manitoba government?** | | | | | | YES NO | |
| **Are you currently employed by the Manitoba government?** | | | | | | YES\* NO | |
| **\*If you are currently employed with the Manitoba government in a term, regular or departmental position please provide your Employee Number:** | | | | | |  | |
| **Are you legally entitled to work in Canada?\***  **\***To be legally entitled to work in Canada, you must be either a Canadian citizen, permanent resident or hold a valid work permit. | | | | | | YES NO | |
| **Are you bilingual (French/English)?** Further assessment of written and verbal abilities may be required. | | | | | | YES NO | |
| **Part 3 – Voluntary Declarations** (Completion of this section is voluntary) | | | | | | | |
| **Employment Equity Declaration**  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, visible minorities, persons with disabilities). For further information please visit: <https://www.manitoba.ca/csc/policyman/eestaff.html> | | | | | | Please select all boxes that apply:  Women  Indigenous people  Visible minorities  Persons with  disabilities | |
| **Veterans’ Preference Consideration**  The Manitoba government recognizes the contribution of individuals to national security, either serving or losing a spouse or common-law partner as a result of service, by assisting them in securing employment. The Civil Service Act defines veteran for this purpose under Section 14(2) (a)-(d). To view this definition please visit: <https://web2.gov.mb.ca/laws/statutes/ccsm/c110e.php>  For further information on veteran’s status as a factor in the staffing process please visit: <https://www.manitoba.ca/csc/policyman/veterans.html> | | | | | | Do you meet the definition for veterans and wish to be granted veterans’ preference consideration:  Yes  No | |
| **Part 4 – Required Declaration** | | | | | | | |
| By checking “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 | |
|  | | |  | | |  | |
| Applicant Name | | | Applicant Signature | | | Date | |
| Please submit this application screening form along with any other required documents outlined in the job advertisement (i.e. resume, cover letter, etc.).  **We thank all who apply and advise that only those selected for further consideration will be contacted.** | | | | | | | |

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| **Part 5 – Conditions of Employment** (Completion of this section is mandatory) | | |
| **Please check to confirm whether you meet the following Conditions of Employment:** | | |
| Must be legally entitled to work in Canada *(must be able verify status prior to appointment)* | | YES  NO |
| Must be able to provide and maintain a satisfactory Criminal Record Check. Satisfactory Security Check may be required. | | YES  NO |
| Must have a valid Class 5 Drivers License and be capable of traveling within the District | | YES  NO |
| Must be physically capable of performing the duties of the position, including wearing Personal Protective Equipment | | YES  NO |
| Must be able to work on-call | | YES  NO |
| **Part 6 – Screening** | | |
| For each of the screening criteria for this position, describe how you meet the criteria, using significant examples from your experience.Experience can include work, volunteer and/or educational experience. Additional criteria will be reviewed at a later stage for candidates selected for further assessment. | | |
| **Screening Criterion** | **Describe how you meet each screening criterion, using specific examples as appropriate.**  ***You must not exceed a maximum of 200 words per screening criterion.*** | |
| 1. Technical certification with a trade designation (i.e. Electrician), a diploma or post-secondary certificate in a facility/property management environment (i.e. BOMI), 5th Class Power Engineering certificate, or an equivalent combination of training and experience may be considered. | **List all relevant post-secondary education that you possess for this role:**    **If you do not have post-secondary education relevant to this role, please describe your relevant training and experience:** | |
| 1. Experience in a facility/property management environment including grounds maintenance | **Describe your experience in a facility/property management environment, including your experience with grounds maintenance:** | |
| 1. Experience in operation and maintenance of HVAC, life safety systems, building automation systems | **Describe your experience** **in operation and maintenance of HVAC, life safety systems, building automation systems:** | |

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| **Location Preference:**  Please select which location(s) you are applying for. | The Pas  Thompson |
| **Working in a Secured Facility:**  Please indicate whether or not you are comfortable working within a secured correctional facility. | Yes  No |

Visit: <http://www.townofthepas.ca/> to learn more about The Pas, MB.

Visit: <https://www.thompson.ca/> to learn more about Thompson, MB.

**Please submit this application screening form along with a current resume.**

**We thank all who apply and advise that only those selected for further consideration will be contacted.**