Employment Central
Suite 202, 204 Black Street, Whitehorse, YT Y1A 2M9
Phone: (867) 393-8270 Fax: (867) 393-8278
Email: ec@northwestel.net

Employer Job Ad Posting Form

Business name:	Contact name:	
Address:	Contact email:	
Phone:	Fax:	
Job title:	# of individuals req'd:	Rate of pay:
Job description / duties:		
Requirements / Qualifications / Certifications:		
Posting date:	Closing date:	

Hours

☐ F/T ☐ P/T ☐ Days
☐ Evenings ☐ Weekends

Type

☐ Permanent ☐ Seasonal ☐ Temporary
☐ Term ☐ Casual ☐ Auxiliary

Preferred application process:

☐ In person:

Address

Contact name

☐ By phone:

Phone number

Contact name

☐ By fax:

Fax number

Contact name

☐ By email:

Email address

Contact name

☐ Drop off resumes at Employment Central
(MUST BE PICKED UP BY EMPLOYER)

For more information, applicants may
Call? ☐ Yes ☐ No
Visit? ☐ Yes ☐ No

Applicants should include:

☐ Resume ☐ Cover letter ☐ References ☐ Driver's abstract

Save and Email