



**Employment Application –Transit Operator**

Applications must include the following in order to be considered for this position: **(1)** Employment Application Form **(2)** Current MTO Drivers Abstract\* **(3)** Resume **(4)** copy of High School Diploma or Equivalent **(5)** Criminal Record Search and Vulnerable Position Screening Check from the municipality in which applicants reside. \* **MTO abstracts cannot be older than 14 days upon submission**

**Important! Send all completed applications to:**

Ranstad Engineering  
 Fax: 519-679-1483

Applicant Information					
Full Name:				Date:	dd/mm/yy
	<i>Last</i>	<i>First</i>	<i>Middle Initial.</i>		
Address:					
	<i>Street Address</i>	<i>Apartment/Unit #</i>			
	<i>City</i>	<i>Province</i>	<i>Postal Code</i>		
Phone:	( )	E-mail Address:			
		Do you have a valid class A, B, C or D license		YES <input type="checkbox"/>	NO <input type="checkbox"/>
Are you legally entitled to work in Canada?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Do you have a minimum of 1 year driving experience with a class A, B, C or D class License?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Do you have a Ministry of Transportation driver's abstract with zero demerit points	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Do you have a (Z) endorsement?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Have you ever worked for the London Transit Commission?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, when?	mm/yy to mm/yy	
Have you ever gone through London Transit's recruitment process for Transit Operator before?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, when?	mm/yy	
Are you 18 years of age or older?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Do you have a High School Diploma or Equivalent?	YES <input type="checkbox"/>	NO <input type="checkbox"/>

**References**

***Please list two work related references (one of which must be a driving reference):***

Full Name:		Relationship:	
Company:		Phone:	( )
Address:			
Full Name:		Relationship:	

Company:		Phone:	(    )
Address:			

### Previous Employment

**Start with your most recent position:**

Company:		Phone:	(    )
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Address:		Supervisor:	
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Job Title:		Responsibilities:	
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From:		To:		Reason for Leaving:	
	mm/yy		mm/yy		

Company:		Phone:	(    )
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Address:		Supervisor:	
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Job Title:		Responsibilities:	
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From:		To:		Reason for Leaving:	
	mm/yy		mm/yy		

Company:		Phone:	(    )
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Address:		Supervisor:	
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Job Title:		Responsibilities:	
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From:		To:		Reason for Leaving:	
	mm/yy		mm/yy		

### Disclaimer and Signature

*All information provided in this form and information presented during the interview process is truthful to the best of my knowledge. I understand that falsification of any of this information or omission of any pertinent information may disqualify me from employment and/or will constitute grounds for termination of the employment relationship.*

*Any personal information submitted will be managed in accordance with the requirements of the Municipal Freedom of Information and Protection of Privacy Act and will only be used to determine eligibility for employment.*

*Please check one of the following boxes – where did you hear about the Transit Operator vacancy?*

LTC Web site     London Free Press     HRSDC Job Bank     Other: \_\_\_\_\_

Signature:		Date:	
			dd/mm/yy

★ Please do not contact the London Transit Commission about your Employment Application. All inquiries should be directed to Kyle McDougall @ Ranstad Engineering:

Phone: 519 679-2886 Ext. 24  
E-Mail: kyle.mcdougall@randstadeng.ca

*London Transit is an Equal Opportunity Employer. The London Transit Human Rights Policy can be viewed at [www.londontransit.ca](http://www.londontransit.ca)*

**Information for candidates with an (AZ) or (DZ) class license**

Candidates with a (AZ) class Ontario's driver's license that have been offered a conditional employment must qualify for a (C) class Ontario's driver's license by:

- Successfully completing the MTO written test for a (C) class Ontario driver's license on site at London Transit (450 Highbury Avenue North)
- May attempt the MTO written test a maximum of (2) two times prior to the commencement of LTC Operator training
- Failure to complete the MTO written test successfully will result in the conditional offer of employment being withdrawn

Candidates with a (DZ) class Ontario's driver's license that have been offered conditional employment must qualify for a (C) class Ontario's driver's license by:

- Successfully completing the MTO vision test and MTO hearing test at the Drive Test Center
- Successfully complete MTO medical via the Commission's medical resource
- Successfully complete the MTO written test, and MTO road test as conducted by the Commissions' signing authority
- Trainees may only write the MTO written test a maximum of (2) two times prior to the commencement of LTC Operator training
- Trainees have (1) one opportunity to pass the MTO road test within the first week of training
- Failure to complete the required conditions will result in the conditional offer of employment being withdrawn