

# CUPE 3902 (Unit 3) Employment Application Form



## Submission Instructions

Please follow the instructions on the form for submitting.

*The University of Toronto is strongly committed to diversity within its community and especially welcomes applications from visible minority group members, women, Aboriginal persons, persons with disabilities, members of sexual minority groups, and others who may contribute to the further diversification of ideas.*

Covering persons employed for a period of less than one year, who are **not** undergraduate or graduate students, or post-doctoral fellows, at the University of Toronto  
 (Refer to the Collective Agreement at [www.hrandequity.utoronto.ca](http://www.hrandequity.utoronto.ca) for a full description of the Unit 3 bargaining unit)

Name	
Address 1	
Address 2	
City	
Province/State	
Country	
Postal Code	
<b>Email address*</b>	
Telephone number	(     )
Fax number	(     )
Highest degree	<input type="checkbox"/> Ph.D. _____ <input type="checkbox"/> M.Sc. _____ <input type="checkbox"/> M.A. _____ <input type="checkbox"/> B.Sc. _____ <input type="checkbox"/> B.A. _____ Other _____
Granting institution	<input type="checkbox"/> University of Toronto    Other _____
Department	
Date conferred	
Rank at U of T (e.g., Sessional Lecturer I/II/III, Writing Instructor I/II)	

**\* A valid email address is required in order to receive email notification of job postings.**

TYPE(S) OF POSITION FOR WHICH YOU ARE APPLYING	
<input type="checkbox"/>	<b>Sessional Lecturer</b>
<input type="checkbox"/>	<b>Sessional Instructional Assistant</b>
<input type="checkbox"/>	<b>Writing Instructor</b>
<input type="checkbox"/>	<b>Applied Music Instructor</b>



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### COURSE(S) APPLIED FOR AS SESSIONAL LECTURER

Course Number	Course Name	Date Posting Closes

### COURSE(S) APPLIED FOR AS SESSIONAL INSTRUCTIONAL ASSISTANT

Course Number	Course Name	Date Posting Closes

### POSITION(S) APPLIED FOR AS WRITING INSTRUCTOR/APPLIED MUSIC INSTRUCTOR

Position ID	Position	Date Posting Closes

### PREVIOUS TEACHING EXPERIENCE AT THE UNIVERSITY OF TORONTO

Half course	Full course	Course No.	Course Name	Department	Instructing or Assisting?	Year

### OTHER PREVIOUS TEACHING EXPERIENCE

Half course	Full course	Course Name	Department & University	Instructing or Assisting?	Year



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OTHER EXPERIENCE

WORK-RELATED REFERENCES												
Please provide three employment related references, including your current supervisor. In addition to the references provided by the applicant, the University reserves the right to contact others who it deems relevant and appropriate in the assessment of this application.												
<table border="1"> <thead> <tr> <th>Name and Title</th> <th>Employment Relationship</th> <th>Company and Phone Number</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td> </td> <td> </td> </tr> <tr> <td>2.</td> <td> </td> <td> </td> </tr> <tr> <td>3.</td> <td> </td> <td> </td> </tr> </tbody> </table>	Name and Title	Employment Relationship	Company and Phone Number	1.			2.			3.		
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1.												
2.												
3.												

YES	NO	CONFIRMATION OF STATUS (REQUIRED)
		Are you an undergraduate or graduate student in the University of Toronto?
		Are you a postdoctoral fellow in the University of Toronto?
		Are you legally entitled to work in Canada in this position?

Please submit your application no later than the closing date of the job posting. Applications received after the closing date will not be considered.

**NOTE: The University of Toronto strongly prefers electronic submission of application materials, including CVs. If you are submitting this application in a non-electronic format, please enclose a hard copy of your CV.**

The University of Toronto respects your privacy and is committed to protecting confidentiality through the application of sound and secure practices. The University will protect all personal information in accordance with applicable privacy legislation. Personal information that you provide to the University is collected pursuant to section 2(14) of the University of Toronto Act, 1971 and may be used and disclosed for purposes that the University considers necessary for sound human resources administration and related activities, including, for example, those relating to recruitment, selection and hiring and payroll and benefits administration. If you have questions, please refer to [www.utoronto.ca/privacy](http://www.utoronto.ca/privacy) or contact the University Freedom of Information and Protection of Privacy Coordinator at 416-946-7303, McMurrich Building, Room 104, 12 Queen’s Park Crescent West, Toronto, ON, M5S 1A8.