



STUDENT SUMMER WORKS PROGRAM EMPLOYER APPLICATION



Applications will be assessed against program criteria and the availability of funds.
Funding is provided by the Ministry of the Economy.

APPLICATION DEADLINE: FEBRUARY 15, 2017

PLEASE INDICATE THE SECTOR YOU WOULD LIKE TO APPLY UNDER:													
<input type="checkbox"/> Community Based Organizations		<input type="checkbox"/> Cultural											
<input type="checkbox"/> Environmental													
EMPLOYER INFORMATION (Please Print)													
Employer Name (Full Legal or Incorporated):		Information Services Corporation Corporate Registry Registration Number											
		<table border="1" style="width: 100%; height: 20px;"> <tr> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> </tr> </table>											
Mailing Address:													
City/Town:	Province:	Postal Code:											
Contact Person:	Email:												
Phone:	Fax:												
POSITION INFORMATION													
The student hired will work no less than 10 hours per week and no more than 40 hours per week with minimum employment duration of 4 weeks in total.													
Ensuring students with employment barriers can gain work experience to build their employment capacity is a key priority for this program. The SSW program will be focused on students with disabilities and Aboriginal students who continue to be under-represented in our growing workforce wherever possible.													
Which of the following target groups will you recruit?													
<input type="checkbox"/> Aboriginal student (First Nations, Métis, Inuit)													
<input type="checkbox"/> Student with a disability													
<input type="checkbox"/> None of the above, please explain: _____													
Please attach a description of the steps that you intend to take to ensure that this position is targeted toward those students identified as a priority? (Please attach a maximum of one paragraph to describe the steps.)													
Job Title(s):	Number of Opportunities:												
What is the anticipated start and end dates for the student(s) to be working this summer?													
Start Date(dd/mm/yy)	End Date(dd/mm/yy)												
Will the student(s) be working: <input type="checkbox"/> Full-time? (30-40 hours/week) <input type="checkbox"/> Part-time?(10-29 hours/week)													
Position will be filled by a: <input type="checkbox"/> High School Student <input type="checkbox"/> Post-Secondary Student													
Please attach the following information:													
<input type="checkbox"/> Brief description of the type of service provided by your organization													
<input type="checkbox"/> Detailed job description(s) (include skills, ability and experience required for the position; number of hours to be worked per week , hourly wage, and the location of the position)													
<input type="checkbox"/> What steps will be taken to provide the student with a quality learning experience? What will be the specific benefits gained by the student through this position?													
<input type="checkbox"/> What does the employer hope to achieve by hiring a student?													
<input type="checkbox"/> If applying under the environmental sector, please describe the nature of your business and the environmental components of the proposed position(s)													

Please send a copy of the completed application to:

Student Summer Works, 1870 Lorne Street, Regina, SK S4P 2L7

Phone: (306) 780-9308 Fax: (306) 781-6021 Email: rnewton@sasksport.sk.ca Website: www.economy.gov.sk.ca/ssw

BUDGET SUMMARY		
Outline the costs to employ One student in the proposed position(s) for duration of employment		
Student Salary		\$
Student Mandatory Benefits		\$
Total Employer Cost to Employ the Student		\$
Amount Requested from SSW for a Student (SSW covers up to 75% of student's salary and MERC benefits costs to a maximum of \$3,500.00 for FT and \$2,000 for PT position)		\$
Number of positions:	Total Requested from SSW for all positions	\$
UNIONIZED WORKPLACES		
Is the workplace covered by a Union Collective Agreement? <input type="checkbox"/> No <input type="checkbox"/> Yes*		
Name of Union/Employee Association:		
*If yes, please attach written consent from the Collective Bargaining Agent and submit with this application		
GENERAL INFORMATION		
Employees hired under the SSW program will be covered by: <input type="checkbox"/> WCB or <input type="checkbox"/> Private Liability Insurance		
Have you applied for other government funding for this position(s)? <input type="checkbox"/> No <input type="checkbox"/> Yes*		
* If yes, please provide details:		
EMPLOYER DECLARATION AND CONSENT TO COLLECT, USE AND RELEASE MY INFORMATION		
I hereby declare and acknowledge that:		
(1) The information provided in this application is complete, true and accurate.		
(2) I have legal authority to apply on behalf of the above named business or organization.		
(3) The employment will have a minimum duration of 4 weeks		
(4) I confirm the student(s) that will be hired under this program will not reduce the hours, displace any full-time, part-time or seasonal employee(s).		
(5) The student(s) hired will be legally entitled to work in Canada, at least 15 years of age and enrolled, at the time of employment, at a secondary or post-secondary school or institution (15 year olds are required to obtain a Certificate of Completion from the Young Workers Readiness Certificate Course (YWRCC).		
(6) I will ensure that the project is undertaken in accordance with all applicable federal and provincial labour and human rights legislation and standards.		
(7) Canada Pension Plan, Employment Insurance Commission, Income Tax, and Workers' Compensation deductions and premiums shall be made in accordance with applicable legislation.		
(8) I confirm that:		
a) student(s) that I hire under this program will be covered by Workers' Compensation; or		
b) as an employer exempt from Workers' Compensation Legislation, student(s) hired under this program will be covered by a Private Liability Insurance Package.		
(9) If my application is approved, I will receive 50% of funding when the completed Employer and Student Declaration Form is returned to Sask Sport Inc. Any unused funds will be returned to Sask. Sport Inc based on administration of SSW program.		
(10) I consent to the Ministry of the Economy obtaining, using and releasing my personal information to any person, agency or government agency as may be necessary to determine my eligibility, process my application, and accordingly administer the SSW program. I understand my personal information will be administered in accordance with the applicable privacy laws of Saskatchewan.		
<hr/> <div style="display: flex; justify-content: space-between;"> Name (please print) Title Signature Day / Month / Year </div>		

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