



# Work Application

Welcome to CPLF! Thank you for taking the time to fill out this Work Application. This application is important as CPLF needs to identify your capacity to provide supports in an environment that is best suited for yourself. Your information is kept safe in our stand-alone secure database and is not shared. Should a client come to us that we feel may be a good match for you, your family and home, we will be in contact with you at that time.

Please send your completed application to [applications@cplf.ca](mailto:applications@cplf.ca) to be considered for current and future positions.

## General Applicant Information

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Preferred Name: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Postal Code: \_\_\_\_\_

Community/Neighborhood Name: \_\_\_\_\_  
\_\_\_\_\_

Gender: \_\_\_\_\_

Email: \_\_\_\_\_

**Status in Canada:**

Canadian Citizen

Permanent Resident

Work Permit

Study Permit

**Do you have a car for work purposes?**

Yes

No

# Client Preferences

Volunteering is important to us; would you consider volunteering? Choose your field(s) of interest:

- |                 |                        |                      |
|-----------------|------------------------|----------------------|
| No thanks       | Author/Interviewing    | Gardening            |
| Cooking classes | Business Development   | Maintenance          |
| Administration  | Client Direct Services | Promotions/Marketing |

Do you know American Sign Language?

Yes, What level? \_\_\_\_\_

No

What languages do you speak?

First: \_\_\_\_\_

Other: \_\_\_\_\_

For some clients, religion is important. For matching purposes feel free to share with us your religion.  
My religion is:

\_\_\_\_\_

Preference of Client Gender to work with:

Male      Female      No Preference

Preference of Ability of Client to work with (select all that apply):

No Preference	Semi-Independent	Aggressive Behaviors
Independent	Dependent	Complex needs

Is there anything that makes you uncomfortable while working with people with disAbilities?

If Yes, please explain.

No

Yes

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# Position(s) Applying For

## Hourly Work

Full-time employment

Casual employment

Part-time employment

Casual complex needs employment

What days of the week are you available for hourly employment? Please check all boxes that apply.

Monday	AM	PM	Overnight	Saturday	AM	PM	Overnight
Tuesday	AM	PM	Overnight	Sunday	AM	PM	Overnight
Wednesday	AM	PM	Overnight	Relief/Casual	AM	PM	Overnight
Thursday	AM	PM	Overnight	Other (please specify):	_____		
Friday	AM	PM	Overnight	_____			

## Contractor Work

Live-in Residential Contractor (Client lives in Contractor's home)

Live-out Residential Contractor (Contractor lives in the client's home)

Out of Home Respite Contractor  
(Client supports are typically over a weekend in the client's home)

In Home Respite Contractor  
(Client supports are typically over a weekend in the Contractor's home)

# Residential Information

Fill out this section of the application **only** if you are applying to provide contractor work in your home.

Type of residence support services will be provided in (please check all boxes that apply):

2 Story

Bungalow

Basement Suite

3 Level - split

Townhouse

> Kitchen: Yes No

4 Level - split

Condo

Developed Basement

Bi - Level

> Elevator: Yes No

> Walk out: Yes No

Duplex

If no, how many stairs to unit?  
\_\_\_\_\_

# Residential Information

How many stairs to get into your home?

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Number of bedrooms available for a client:

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Where are the bedroom(s) that are available in your home (check all boxes that apply):

Main Level       Upstairs       Downstairs

How many stairs are there to the bedroom(s) that is/are being offered?

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Would our client have their own washroom or would it be shared?

Own       Shared

Does your home have a walk-in shower?

Yes       No

Wheel Chair Accessible Shower?

Yes       No

Is your home Wheelchair Accessible?

Yes       No

Does your home have lifts?

Yes       No

Tracks?

Yes       No

Ramp(s)?

Yes       No

Does your home allow:

Cigarette smoking

Marijuana

Vaping

Non-Smoking

Smoking Outside Only

Only in prescribed spaces:

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Is your home reinforced?

Yes       No

# Family Dynamics

To help us match you with appropriate clients in your home, please provide the following information regarding who lives at your home:

Name of adult 1:

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Gender:      Man      Woman      Other

Name of adult 3:

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Gender:      Man      Woman      Other

Name of adult 2:

---

Gender:      Man      Woman      Other

Name of adult 4:

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Gender:      Man      Woman      Other

If there are children in your home, what are their age(s)?

No children

Age of child 1: \_\_\_\_\_

Sex:      Male      Female      Other

Age of child 3: \_\_\_\_\_

Sex:      Male      Female      Other

Age of child 2: \_\_\_\_\_

Sex:      Male      Female      Other

Age of child 4: \_\_\_\_\_

Sex:      Male      Female      Other

Do you have any Pets? If Yes, what are they?

Yes      No

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If a client had a pet, would you consider the pet in your home?

Yes      No

Do you currently have a person with a disability in your home from another agency?

Yes      No

## Experience

We at CPLF are very interested in our applicants previous work history. What experience do you have working with people with disabilities?

## Documents Package

Please submit the following completed documents as one package to [applications@cplf.ca](mailto:applications@cplf.ca):

1. Work application
2. Resume (include two work references and one character reference)
3. Police Clearance with Vulnerable Persons Check and/or Child Welfare Check

Go to your local police station or get it online at:

[www.calgary.ca/cps/public-services/police-information-checks.html](http://www.calgary.ca/cps/public-services/police-information-checks.html)

Please feel free to include any other certificates or documentation you feel would be relevant for working at CPLF such as training certificates, first aid, etc.

Should any of this information change, please update your information with CPLF at [applications@cplf.ca](mailto:applications@cplf.ca) to keep your application current.

Thank you for considering CPLF as your preferred place of work. Should a position become available that we feel you would be a good match for, we will contact you at that time.

With kind regards,

**CPLF Human Resources**