

Application Package

UNBC/TransCanada

Occupational Health and Safety Officer Training

Prince George, BC

September 29 – December 11, 2014

Eligibility Requirements

All participants interested in the training program must meet the following requirements:

- At least 18 years of age;
- Legally entitled to work in Canada;
- Currently living in BC;
- Computer literate and able to operate Microsoft Suite;
- Familiarity using digital cameras, GPS and other electronic devices;
- Strong oral and verbal communication skills;
- Comfortable and confident talking with people including groups of people; and
- Physically fit-able to walk up to 10 km per day and work in all weather conditions.

Application Process

All students interested in participating in this program are to submit a complete application package by the application deadline below. Applications will be evaluated to ensure all requirements for participation are met. All applicants that that meet all the criteria will be given a short interview to determine eligibility.

On review of all applications, students will be issued a letter of admission to the program of study. In order to confirm participation in the program, students must respond to the offer in writing (by mail, fax or in person) indicating their acceptance of the offer.

Application Deadline

September 17th, 2014

Registration Form

All students are to submit a completed registration form as part of their application package.

Application Checklist:

Incomplete applications will not be accepted. Please ensure you include the following with your application:

- Completed Registration Form
- Proof of completion of Grade 12 or completion of TOWES Assessment with level 3 average*
- Current resume
- 1500 word essay on topic: "Describe how this program will enhance your career path"

UNBC Continuing Studies

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Toll Free: 1-866 843-8061

* TOWES assessment can be completed online at <http://en.careers.essentialskillsgroup.com/>

UNBC Continuing Studies - REGISTRATION FORM

OCCUPATIONAL HEALTH AND SAFETY OFFICER PROGRAM

Prince George, BC September 29 – December 11, 2014

STUDENT INFORMATION

NOTE: The following must be your legal names for use on all official UNBC documentation

Last/Family Name									
Legal First Name						Middle Initial			
Former Name (if applicable)									
Preferred First Name									
Birthdate and gender are MANDATORY for identification and statistical purposes.									
Date of Birth (eg: 14 MAY 1980)	D	D	M	O	N	Y	Y	Y	Y
Gender	Male [] Female []								
UNBC Student Number (if known)									

HOME MAILING ADDRESS

NOTE: ALL UNBC correspondence will be delivered to this address

Address 1								
Address 2								
City or Town								
Province						Postal Code		
Telephone Number								
Email Address								

Please provide a valid email address as it will be used for course confirmations.

Application Process

All students interested in participating in this program are to submit a complete application package by the application deadline below.

Applications will be evaluated to ensure all requirements for participation are met.

All applicants that meet all the criteria will be given a short interview to determine suitability in the program.

On review of all applications, students will be issued a letter of admission to the program of study. In order to confirm participation in the program, students must respond to the offer in writing (by mail, fax or in person) indicating their acceptance of the offer.

Additional Requirements

All students interested in participating in this program must provide their own Personal Protective Equipment. This includes:

- Eye Protection;
- Hard Hat;
- Visi Vest; and
- Safety Footwear.

Application Deadline

September 17th, 2014

Do you self-identify as an Aboriginal Person?

No Yes

Application Checklist:

Incomplete applications will not be accepted.

Please ensure you include the following with your application:

- Completed Registration Form
- Current Resume
- Proof of Grade 12 or TOWES score
- 1500 word Essay