

### Contact Information

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

Email: \_\_\_\_\_ Primary Contact Number: \_\_\_\_\_

### Company Information

Corporate Business Name: \_\_\_\_\_

Address: \_\_\_\_\_  
Street Address City Province Postal Code

Number of Employees: \_\_\_\_\_

**Location:**

- Temiskaming Shores & Area
- Kirkland Lake & Area
- Moosonee & Area
- Timmins & Area

How long have you been in business in this area? \_\_\_\_\_

Is the business being sold, closed, relocated or merging with another company?

- Yes
- No

**Sector:**

- Private
- Public
- Not-For-Profit
- Other: \_\_\_\_\_

**Industry**

- Manufacturing and Construction
- Transportation and Warehousing
- Education
- Mining & Quarrying
- Waste Management and Remediation
- Healthcare and Social Assistance
- Professional, Scientific and Technical Services
- Finance and Insurance
- Real Estate, Rental, Leasing
- Arts, Entertainment and Recreation
- Retail, Accommodation and Food Services
- Agriculture, Forestry, Fishing and Hunting
- Utilities

**Employment Services Needs & Vacancy Information**

How many new hires do you anticipate making in the next two (2) years? \_\_\_\_\_

What job positions will need to be filled? (Include job descriptions, if available.)

What skills will your current workers and new hires need to acquire to be fully productive?

What licenses or entry qualifications do your workers need? (An attached job description may suffice.)

How many hours per week are trainees expected to work?

What are the expected shift times and days?