POSTING BID FORM – SBESS Bid Form
(CUPE LOCAL 1328 SBESS)

Please note: THIS FORM IS TO BE USED BY SUPPLY EDUCATION ASSISTANTS BIDDING ON SBESS POSTINGS.

Please print:

EMPLOYEE NAME: _____________________________________________________________

Last Name                                         First Name

SAP EMPLOYEE NUMBER: ________________________________
(Your SAP employee number may be found in the upper left hand corner of your pay stub)

PRESENT POSITION: SUPPLY EDUCATION ASSISTANT

Contact numbers: Home number: ________________________________

Cell number: ________________________________

I wish to apply for Posting # ___________

Please list any specific qualifications and/or experience that you may have (i.e. ECE courses, EA certificate, CYW diploma, sign language skills, experience working with autistic students, behavioural students, ME, DD, physical restraint training etc.)

____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________

Please list the last 3 schools where you worked in a long term assignment, and the period of time worked at each location (long term assignments are defined as an assignment in excess of 20 days):

____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________

Please note:

1. If bidding on an EA position, employees need only complete and send in the bid sheet. Effective immediately, resumes and supporting documents are no longer required when bidding on an EA posting.

2. If bidding on a CYW position, copies of your CYW diploma must continue to be attached with each bid forwarded to Human Resources.

3. Employees who are in their final year in attaining their CYW diploma and who will have the diploma within 10 months of the award date are eligible to bid on the above postings. It is imperative that you attach proof that you are attending the course, and that you will be eligible for the CYW diploma within the specified period.

NOTE: IF YOU WISH TO BID FOR MORE THAN ONE SBESS POSTING, YOU MUST COMPLETE A SEPARATE BID FORM FOR EACH POSTING.

Note: Please note deadline date for bid submissions. Bids MUST be received by the deadline date.

Updated: March 25, 2008