

Business Information

Employer Name

Contact Person

Job Title

Has your company been in operation for at least 2 years?

Yes

No

(If no is checked, businesses will be unable to participate at this time.)

Position Details

Does the job meet the requirements of the Rural Renewal Stream? (Check all that apply)

Job is full-time (30 hours or more per week)

Job is permanent (12 months or more)

Job is non-seasonal (year-round)

Wage and benefits meet or exceed the lowest starting wage for the occupation across all industries in Alberta as set out on the [ALIS website](#)

Job is genuine and represents a labour market need

Efforts were made to fill this position locally

Please Indicate if you are working with a 3rd party or employment recruitment firm

Yes

No

If yes, please list all employment recruitment firms

Please describe all recruitment efforts made to fill this position locally (please list websites and dates jobs were posted)

Address of Physical Job Location

Street Address

City

Province

Postal Code

Wages & Number of Work Hours

Amount per hour

Total number of work hours per week

Overtime rate per hour of

starts after

hours of work per

(day/week)

Benefits (Check all that apply)

Disability Insurance	Dental Insurance	Pension	Extended Medical Insurance
Vacation	Days (Number of business days per year) OR	% of gross salary	
Other benefits, please specify:			

Job Description & Duties

NOC Code (please provide 5 digit National Occupational Classification for this position)

Job Title

Education Requirements for this Position (Select highest level required)

Doctorate/PHD	Doctor of Medicine	Master's Degree	Bachelor's Degree
College Level Diploma/Certificate	Apprenticeship Diploma/Certificate	Vocational School Diploma/Certificate	High School Diploma

Note: Minimum high-school diploma is required for RRS eligibility

Employee/Candidate Information

Do you have a candidate in mind for this position? (If no, please skip to the employer declaration)	Yes	No
Name (as shown on passport)		
Is your candidate currently living in Canada ? (If abroad a wage floor of \$20.60 is required from employer)	Yes	No
Citizenship		
Phone Number		
Email Address		

Employee Eligibility Criteria

The Candidate must meet all the requirements under the [Rural Renewal Stream program](#) guidelines. Please confirm that the candidate meets the following criteria:

Work experience requirements

Language requirements

Education requirements

Settlement fund requirements (this is required if the candidate is not currently working or residing in Canada)

Licensing, registration and certification requirements (if applicable)

Candidates who take part in this program are expected to remain in Lethbridge for at least 3 years. Please confirm that the candidate intends to meet this expectation.

Yes

No

Why is filling this position important for the local economy? (Please describe)

This is a required question even if a candidate is already employed with your company.

Thank you for providing this information. Please attach a copy of the following documents (where applicable) to help us expedite this process:

- Signed offer of employment
- Work Permit
- **Resume**
- Language confirmation (CELPPIP, IELTS, etc.)
- Education confirmation (ECA, Canadian degree/diploma/certification)
- Licensing requirements (if applicable)
- Settlement fund confirmation (if applicable)
- Passport (applicable only to candidates outside of Canada)

Please note that the Partnership Council will follow-up with candidates to schedule an interview prior to making a decision on whether to approve the application.

Employer Declaration

I, _____ (Name), the _____ (Title) of _____ (Employer)
in Lethbridge, Alberta, am authorized to sign on behalf of the company and solemnly declare that the employer:

- Is located within the municipal boundaries of the City of Lethbridge.
- Has considered Canadians and Permanent Residents for the subject job.
- Is offering a job which is full-time (minimum 30 hours per week), non-seasonal and permanent (12 months or more).
- Is offering a job which meets or exceeds the lowest starting wage for the occupation across all industries in Alberta as set out in the [Alis website](#).
- Confirms that the majority of the job duties will be performed within the City of Lethbridge.
- Is not known to be in violation of any federal or provincial legislation.
- Agrees to abide by the rules and guidelines of the [Lethbridge Rural Renewal Stream Community Partnership](#).
- Has reviewed and will comply with eligibility requirements under the [Alberta Advantage Rural Renewal program](#).
- Has reviewed and confirmed the eligibility requirements under the Alberta Advantage Immigration Program with the Candidate and have verified they meet all requirements.
- Will refer the candidate to Economic Development Lethbridge for an orientation highlighting local services within four weeks of arrival. (This step is for international candidates. Candidates already located in Canada are not required to partake in an orientation.)
- Will notify the Lethbridge Rural Renewal Stream Community Partnership of any changes in legal or operational status.
- Understands that they are solely responsible for compliance with all relevant business licensing and compliance with City bylaws.
- Understands that misrepresentation could result in disqualification from the program.

Name			
Signature		Date	
Witness			
Signature		Date	

Candidate Declaration

I, _____ (Candidate Name), declare that as the candidate I:

- Have legal status and am not a refugee claimant or involved in a federal removal appeal process;
- Have freely accepted the offer for employment and intend to settle in the designated community of Lethbridge, Alberta;
- Have reviewed and will comply with eligibility requirements under the Alberta Advantage Rural Renewal Program;
- Understand my rights and responsibilities to comply with the Federal Immigration Act and the Alberta Advantage Immigration Program - Rural Renewal Stream and all other provincial and federal laws and legislation;
- Have the required funds for settlement;
- Have the required education minimum's for the position;
- Have the required language skills and documentation;
- Will abide by the rules and guidelines of the Lethbridge Rural Renewal Stream Community Partnership;
- Will notify the employer and Lethbridge Rural Renewal Stream Community Partnership of any changes in legal or application status;
- Will schedule an orientation intake session with Economic Development Lethbridge within six weeks of arrival to Lethbridge or within six weeks of receiving the candidate endorsement letter; (Intake sessions are only for international candidates. Candidates already living in Lethbridge do not have to schedule an orientation session.)
- Understands that misrepresentation could result in disqualification from the program.

Name			
Signature		Date	
Witness			
Signature		Date	

General Liability Release and Indemnity

The Employer/Candidate does hereby WAIVE, RELEASE and FOREVER DISCHARGE the Economic Development Lethbridge and the Community Partnership their agents, employees, volunteers, successors and assigns and any and all persons, firms or corporations liable or who might be claimed to be liable, whether or not herein named (the "Releases"), from all liability, claims, demands, actions and causes of action whatsoever arising out of or related to any loss, damage or injury that may be sustained while participating in the Lethbridge Rural Renewal Stream Community Partnership and the Alberta Advantage Rural Renewal Program (collectively "Programs"), or while employing anyone in relation to the Programs, regardless of whether such loss or damage is caused by the negligence of the Releases, or otherwise, and regardless of whether such liability arises in tort, contract, strict liability, or otherwise, to the fullest extent allowed by law. It is my express intent that this General Liability Release shall bind the members of my family, spouse, my heirs, assigns and personal representative, and shall be deemed as a RELEASE, WAIVER, DISCHARGE and COVENANT NOT TO SUE the above named Releases as stated above. In signing this Application, I acknowledge and represent that I have read the foregoing General Liability Release and Indemnity agreement, understand it and sign it voluntarily as my own free act and deed; no representations, statements or inducement has been made; I am at least eighteen (18) years of age and fully competent; and I execute this Application for full, adequate and complete consideration fully intending to be bound by same.

Freedom of Information and Protection of Privacy

Any personal information collected is authorized under Section 33(c) of the *Freedom of Information and Protection of Privacy Act, RSA 2000, c. F-25 ("FOIP ACT")*, as amended from time to time, for the purpose of reporting of client information as part of the Rural Renewal Stream Program. The information will be used to determine candidacy for the Rural Renewal Stream Program offered by the City of Lethbridge. Once collected, the personal information will be shared with the Government of Alberta as part of the enrollment in the program. The information will only be kept for the length of time necessary to fulfill the purpose for which it was collected in accordance with the City of Lethbridge Records Management Bylaw C-1348. All information collected by the City of Lethbridge is protected by provisions of the FOIP Act. If you have any questions about the collection, use and disclosure of personal information, please contact Economic Development Lethbridge at (403)-331-0022 or immigration@choosethbridge.ca.