

Placement Resources

RECRUITMENT MANDATE

(Please fill in printed letters)

POSITION PERMANENT TEMPORARY ___H CONTRACT

STARTING DATE DURATION SALARY

LOCATION OF EMPLOYMENT OCCASIONAL TRAVELLING YES NO

PRINCIPAL RESPONSIBILITIES _____

JOB DESCRIPTION _____

IF THERE IS INSUFFICIENT SPACE, PLEASE CONTINUE ON OTHER PAGE.

COMPANY TELEPHONE

HIRING DECISION MAKER FAX

TITLE E-MAIL

ADDRESS WEB SITE

CITY PROVINCE POSTAL CODE

TYPE OF INDUSTRY PRODUCTS/SERVICES

IMMEDIATE SUPERVISOR TITLE

SHIFT/WORKING HOURS NO OF EMPL./DEPT

COMPANY BENEFITS INSURANCE AUTOMOBILE BONUS OTHERS:

PRIMARY CRITERIAS PLEASE SPECIFY IF CRITERIAS ARE: **E** ESSENTIAL **I** IMPORTANT **A** ADVANTAGE

E I A

EDUCATION DIPLOMA _____

YEARS OF EXPERIENCE

LANGUAGES SPEAKING FRENCH ENGLISH OTHERS:

WRITING FRENCH ENGLISH OTHERS:

Telephone (514) 840-8125 / 1 800 208-2189

Fax (514) 840-9008 / 1 800 831-8155

240, St-Jacques Street W., 9th floor, Montreal (Quebec) H2Y 1L9

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(Form/09.02)