

# rRemai mModern

**Job Title: Administrative Assistant**

**Posting Number: 25-01-(292)**

## **Contact Information**

\*First Name (required)

\*Last Name (required)

\*Do you have an International Phone Number? (required)

Yes

No

\*Canadian or US Phone Number (required)

\*Email (required)

## **Employment Status**

\*I am currently an employee of the City of Saskatoon. (required).

Yes

No

\*Have you ever been previously employed by the City of Saskatoon? (required)

Yes

No

\*Do you hold a valid Canadian Driver's License? (required)

Yes

No

## **Self-Declaration**

Self-declaration is voluntary. If you are a member of an equity group below, you are strongly encouraged to self-declare. Employment Equity information is collected during the application process so that we can measure how we are doing and continually improve our workplace. Initiatives include recruitment, career-pathing, training and development, employee engagement, and reporting aggregate data to the Saskatchewan Human Rights commission and City Council.

Gender

Indigenous people are those who identify themselves as First Nations, Métis, or Inuit. If you are self-declaring as an Indigenous person as defined above, please select one of the following:

Members of visible minorities are persons of colour, other than Indigenous people. Members of visible minorities may, for example, be persons of African, Chinese, Filipino, Japanese, Korean, Pacific Islander, East Asian, Southeast Asian, West Asian, Arab or Latin American ancestry.

Persons with disabilities include people who have a physical, cognitive, mental or behavioural disability.

\*By selecting "I agree," you are confirming that your employment equity self-declaration information can be shared with those internal parties involved in the hiring process.

(required)

I agree

I do not agree

### **Privacy Statement**

As a partner of the City of Saskatoon and following its guiding Privacy Policy and legislation, Remai Modern is committed to the protection of all personal information that you transmit to this site in order to complete an application.

The information collected through the application process will remain on file for 6 months and will only be accessed by Remai Modern for hiring purposes. Remai Modern will not use your personal data for any purpose other than that for which it was collected. Your information will be used for the purposes of assessing your qualifications and work experience to determine if they meet the requirements of the position for which you have applied or another position that may become available. Please inform Remai Modern if you do not wish to have your application to remain on file for 6 months.

For more information on privacy, please see the City of Saskatoon's [Privacy Statement](#).