

**SUBSTITUTE SCHOOL CUSTODIAN EMPLOYMENT FORM**

**TURTLE MOUNTAIN SCHOOL DIVISION**

\_\_\_\_\_  
DATE

\_\_\_\_\_  
LAST NAME

\_\_\_\_\_  
FIRST NAME

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
EMAIL ADDRESS

(\*notice of direct deposit will be sent to the email address provided)

\_\_\_\_\_  
TELEPHONE NUMBER

\_\_\_\_\_  
SOCIAL INSURANCE NUMBER

\_\_\_\_\_  
DATE OF BIRTH

I WOULD BE AVAILABLE TO SUBSTITUTE IN THE FOLLOWING SCHOOL(S):

Please check preference(s):

Boissevain

Killarney

Minto

ADDITIONAL INFORMATION: (Education, work experience, etc.)

\_\_\_\_\_  
\_\_\_\_\_  
I consent to electronic pay statements available via secure online access. The Turtle Mountain School Division will supply me with a user ID, password, and instruction.

\_\_\_\_\_  
I consent to receive my T4 electronically from a secure online site and will print when it is available. I understand the copy I print is a legal and acceptable form and can be used for filing my personal income tax return.

**Turtle Mountain School Division uses the direct deposit method for paying employees; therefore, please remit a void cheque to which account you would like your sub fees deposited.**

Return employment form and void cheque to:

TURTLE MOUNTAIN SCHOOL DIVISION  
BOX 280  
KILLARNEY, MANITOBA R0K 1G0  
TELEPHONE: (204) 523-7531

\_\_\_\_\_  
SIGNATURE