



## WINS Retail Ready Employment Service

WINS Retail Ready is to provide instruction and work experience to enable Albertan women to find and maintain employment within the Retail industry.

Retail Ready is 6 Weeks in length

- 4 weeks Instruction • Monday – Friday 9:00am-3:30pm
- 2 weeks Work Experience in WINS stores (scheduled during store hours)

**NOTE:** Participants are expected to attend & complete entire 6 weeks, **Financial Gift Incentive** will be given at the end on the 6<sup>th</sup> week to those who complete

Identify the Retail Ready Intake you would like to apply for:

- June 3 – July 12, 2019 (pilot group)
- July 29 – September 6, 2019
- September 16 – October 25, 2019
- November 4 – December 13, 2019

## Retail Ready Intake Form

Today's Date: \_\_\_\_\_

How did you hear about the Retail Ready program? \_\_\_\_\_

### Personal Information:

Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Gender: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Ethnicity: \_\_\_\_\_ Spoken Language: \_\_\_\_\_

Born in Canada? Yes No How many years in Canada? \_\_\_\_\_

Are you legally able to work in Canada? Yes No

Source of Income: AW income support EI AISH Other

Number of dependents under 12? \_\_\_\_\_

Do you currently have child care in place? Yes No

Transportation: Personal Vehicle City Transit

Do you have a current valid Library Card? Yes No

**Education:**

Highest High School grade completed: \_\_\_\_\_ Year completed: \_\_\_\_\_

Name of School: \_\_\_\_\_ City: \_\_\_\_\_

Post-Secondary Level: \_\_\_\_\_ Year completed: \_\_\_\_\_  
(Trade, Certificate, Diploma, Degree, Graduate)

Name of Program: \_\_\_\_\_ Name of School: \_\_\_\_\_

**Employment:** (3 most recent jobs)

Company:	Job Title:	Start/End Dates:
1. _____		
2. _____		
3. _____		

**Essential Skills:**

Assess your ability level in the following areas by checking number (0=none, 5= strong):

Speak English <input type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5	Read English <input type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5	Write English <input type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5
Computer: email & internet <input type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5	Computer use: job search <input type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5	Get along with others <input type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5

**Tell us your Story:** Why do you want to be a part of Retail Ready?

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