



# EMPLOYMENT SERVICES AND SUPPORT PROGRAM PARTICIPANT INTAKE WORKSHEET

Participant Name: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
First Name Middle Name Last Name

Date of Birth: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Year Month Day

SIN Number:

(If returning this form via e-mail, please do not fill in your SIN. Call office or provide in-person when meeting WITT staff.)

Government-Issued Identification:

BC Driver's License

BCID

Birth Certificate

Other (please specify) \_\_\_\_\_

NOTE: Indicate only the type of identification that was used to confirm the participant's identity.

Personal Phone: \_\_\_\_\_ Able to receive texts? Yes No

Alternate Phone: \_\_\_\_\_

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

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

Road Address

\_\_\_\_\_ City/Town

\_\_\_\_\_ Postal Code

1. Gender:

Male Female Other Prefer not to say

2. Marital Status:

Single Married or Equivalent Prefer not to say

3. Do you have dependents?

Yes No Prefer not to say

If you answered yes, how many dependents do you have? \_\_\_\_\_



4. Did you immigrate to Canada?

Yes No

If yes, what year did you immigrate to Canada? \_\_\_\_\_

5. What is your Citizenship status?

Canadian Citizen Permanent Resident Protected Person

6. Do you identify as a visible minority?

*The Employment Equity Act defines visible minorities as "persons, other than Aboriginal peoples, who are non-Caucasian in race or non-white in colour". The visible minority population consists mainly of the following groups: Chinese, South Asian, Black, Arab, West Asian, Filipino, Southeast Asian, Latin American, Japanese, and Korean.*

Yes No Prefer not to answer

7. Are you a Person with a Disability?

Yes No Prefer not to answer

8. Have you been or are you a Youth in Care with the Ministry of Children and Family Development?

Yes No Prefer not to answer

9. Do you self-identify as an Indigenous Person (First Nations, Metis, or Inuk)?

Yes No Prefer not to answer

\*If yes, answer 9a

9a. If you identify as an Indigenous Person, are you:

First Nations Métis Inuk

10. Are you currently participating in any other provincially or federally funded program?

Yes No

11. What is your highest level of education achieved?

Less than high school

High School Diploma or GED

Some Post-Secondary

College or other Non-University Certificate, Diploma, or Degree

University Certificate or Diploma

University Degree

Other

Prefer not to report

12. What is your Federal official language of choice?

English      French      Not a Federal official language

13. What best described your employment status before entering the program?

- Employed – a person having a job or business
- Employed in a trade occupation
- Un-Employed
- Self-Employed
- In school or training
- Not in the labour force – unwilling or unable to work

*If you answered 'Employed' or 'Self Employed', please complete questions 14 through 17. Otherwise continue to question 18.*

14. If "Employed" or "Self-Employed" how many hours do you work on average each week? \_\_\_\_\_

15. What is your average hourly wage? \$ \_\_\_\_\_

16. What is your employment type?

- Seasonal Employment
- Temporary Employment
- Casual Employment
- Permanent Employment
- None of the above

17. In which industry do you work? Please describe the industry sector:

Job Title: \_\_\_\_\_  
e.g. Server, Cook, Sales associate, Cashier, Landscaper, General labourer

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

Sector Type: \_\_\_\_\_  
e.g. manufacturing, healthcare, retail, trades, hospitality, agriculture

18. Has your employment been directly impacted by changes in the forestry sector?  
(e.g. mill closures, curtailments, and the cessation of forest harvesting)

Yes      No

19. Has your community been impacted by changes in the forestry sector?  
(e.g. mill closures, curtailments, and the cessation of forest harvesting)

Yes      No



20. Are you currently receiving Income Assistance?

Yes No

21. Are you currently receiving Employment Insurance benefits?

Yes No

If yes, please complete the Section 25 exemption form.

22. Are you or have you been an Apprentice?

Yes No

If yes to question 22, what is your Industry Training Authority (ITA)/ SkilledTradesBC number?

\_\_\_\_\_

23. Are you a Certified Trades Person?

Yes No

I, \_\_\_\_\_ certify that the above information  
Print Name  
is accurate to the best of my knowledge.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date