



NEW HIRE INFORMATION

First & Last Name:

Start Date:

Home Address:

Social Insurance/Security #:

Date of Birth:

Home Phone #:

Cell Phone #:

Personal Email Address:

Driver's License #:

Shirt Size:

Emergency Contact

Person(s) Name:

Phone Number:

Relationship:

Dependent's Name(s): *(for purposes of Group Benefits)*

Name	Relationship	Gender	Date of Birth

Please specify if you have any medical conditions you would like JJE to be aware of:

Employee Bio: *(we like to introduce new hires to the team, so we ask for a bio on who you are, what your hobbies and interests are, family member/pets, etc. – this is completely voluntary)*

Please return this form to Human Resources and include with it:

- Void cheque or direct deposit form for payroll purposes
- Copy of Driver's License
- Recent photo