

FREQUENTLY ASKED QUESTIONS – MINIMUM QUALIFICATIONS:

Question: *Can I apply before I have met all the minimum qualifications if I intend to complete them once you've accepted my application (i.e. High School Equivalency, etc.)?*

No. You must meet all the minimum qualifications before you apply.

Question: *Where can I find information on becoming eligible for employment in Canada?*

Please contact the Government of Canada's Citizenship and Immigration Centre at <http://canadainternational.gc.ca> or toll free at 1-888-242-2100.

Question: *How can I determine if a medical condition I have makes me ineligible for hire?*

Your physician is the best resource for information on your personal health. We encourage you to book a complete physical with your physician before you decide to submit an application to identify and/or discuss any conditions that may affect your ability to perform essential entry-level job tasks. To aid your physician in understanding the job tasks, they can contact our Occupational Health Nurse at (204) 986-7819.

Question: *How can I demonstrate that I meet the immunization requirements if I do not have any childhood vaccination records?*

Please contact your health provider or physician for their guidance or visit <http://www.gov.mb.ca/health> to inquire how to get a record of immunization.

Question: *I do not have a copy of my high school diploma or equivalency. What will you accept as a suitable replacement?*

We will accept a copy of an official school transcript providing that it clearly indicates you have met the requirements to be awarded the diploma.

Question: *I did not complete a High School Diploma. What will you accept as a suitable equivalent?*

We will accept a High School Equivalency Diploma (i.e. GED), a two-year post-secondary diploma, an undergraduate or applied degree, or an apprenticeship or journeyman certificate. To find the guidelines for completing High School equivalency programs, please refer to the Provincial and Territorial Departments and Ministers Responsible for Education in Canada at www.cmec.ca. Applicants who were educated outside of Canada must have their academic credentials assessed in order to determine and submit a Canadian Grade 12 equivalent. For more information please visit <http://www.cicic.ca/415/credential-assessment-services.canada>.

Question: *I do not live in Manitoba how do I determine if my driver's license and/or demerits meet your province's driver license standards?*

For more information please visit http://www.mpi.mb.ca/english/dr_licensing/drv_records.html.

Question: *Do I need to submit my original documents?*

No, at the point of application you must submit copies of your documentation, only if you are offered employment will you be required to produce all original documents.

Question: *I live out of province and must wait until I become a Manitoba resident before I can transfer my driver's license? Will you accept my out of province license until I have this done?*

No. When you receive your conditional offer of employment, you will have approximately six weeks to allow you to meet this standard.

Question: *How do I apply to get my Technician Paramedic license in the Province of Manitoba?*

Please visit the Manitoba Health website for information on applying for a license in the Province of Manitoba and to get information on the new licensing requirements effective January 1, 2009 at www.gov.mb.ca/health/ems/licensing.html.

Question: *I have a paramedic license from another province, how do I apply to get my Technician Paramedic license in the Province of Manitoba?*

You would have to contact Manitoba Health directly at the Personnel Licensing, Manitoba Health, Emergency Medical Services, 1680 Ellice Avenue, Unit 7 (204-945-5300) or on their website at www.gov.mb.ca/health/ems/licensing.

Question: *My Child Abuse Registry Check takes several weeks and I won't have it before the bulletin closes, what can I do?*

Until you receive your completed check you may submit your receipt as proof of application and submit the record check when you receive it later in the process.

Question: *Is there a form that my doctor has to complete for the vision, hearing and chest x-ray tests?*

As part of this process you can download the vision form, laser eye post op form, and the record of immunization form from our website, there is no official form for the hearing and chest x-ray.

Question: *I have started my vaccination process for Hep A and B but have one more vaccine outstanding, can I still apply.*

Yes, as long as you provide verification that you have started the process.

Question: *How do I know if I have all the required documentation?*

Each job bulletin will come with an attached checklist with all of the required documentation for all positions. Make sure that you have completed the check-list and have attached all required documentation before you send in your application.