

# GRADWORKS EMPLOYEE APPLICATION FORM

## CRITERIA FOR ASSISTANCE

- Eligible participants will include small and medium sized enterprises (SMEs).
- SMEs must demonstrate a strategic approach to building organizational capacity in the relevant field and must support innovation, productivity, competitiveness, and export.
- Most business sectors are eligible except retail/wholesale, real estate, government services and services of a personal or social nature.
- Companies are only eligible for one funding incentive per program over a five year period.
- Companies will provide opportunities for NSCC graduates with diplomas in either Human Resource Management, Occupational Health & Safety or Industrial Engineering Technology.
- SMEs are eligible for salary funding for one year at 66 per cent of the salary cost to a maximum of \$25,000 (max of \$2,083.33 per month).

## EMPLOYER INFORMATION

**Organization name:** \_\_\_\_\_

**Description of Business (include products and services):**

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

**Website:** \_\_\_\_\_

**Profile:** Government/Public Sector | Not for Profit Association | Private Sector

**Industry:** \_\_\_\_\_

## CONTACT INFORMATION

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

**Job Title:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**JOB DESCRIPTION**

**Program:** Human Resources Management | Industrial Engineering Technology | Occupational Health & Safety

**Position:** \_\_\_\_\_

**Location:** \_\_\_\_\_

**Wage (hourly):** \_\_\_\_\_

**Hours per week:** \_\_\_\_\_

**Briefly describe how a recent graduate from this specific program will assist you in achieving your business objectives, goals and build capacity within your business:**

**Qualifications:**

**Key responsibilities:**

**Please feel free to provide any additional information that we could use to evaluate the benefits of this project to your organization:**

**Are you expecting to receive funding from any other sources to complete this project?:**

No | Yes/Specify: \_\_\_\_\_

**How did you hear about this program? (Please select all that apply):**

Twitter | Facebook | NSCC Website | Email

Other/Specify: \_\_\_\_\_

**IMPORTANT NOTE**

This program is being offered by the Nova Scotia Community College with the financial support of the Government of Canada and as such representatives of the [Atlantic Canada Opportunities Agency \(ACOA\)](#) are permitted access to the files developed under this program for monitoring and evaluation purposes.

Please note that all companies/organizations applying for and receiving funding under this program may be contacted from time to time by representatives of the [Atlantic Canada Opportunities Agency \(ACOA\)](#) as part of the monitoring and evaluation of this program.

**CONTACT US**

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