***ALBERNI VALLEY EMPLOYMENT CENTRE***

**Port Alberni:** *Fax: 250.724.4565* ● *Phone: 250.724.4560, ext. “0”*

**Ucluelet:** *Fax: 250.726.2975* ● *Phone: 250.726.4243*

**Tofino:** *Fax: 250.725.2845* ● *Phone: 250.725.8805*

**JOB POSTING ORDER FORM**

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Contact Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Ph:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)

**Are you interested in our Wage Subsidy Service?** □ Yes □ No

**Do you want your company identified in the advertisement?** □ Yes □ No

**Would you like us to share this job on our Facebook Page?** □ Yes □ No

Job Title (one job title per posting):

Company Name:

Job location: □ Port Alberni □ Ucluelet □ Tofino □ Bamfield

***\*\* NOTE: AVEC does not post jobs located outside the Port Alberni / West Coast region. To post a job in another region, please*** [***WorkBC - Find Workers***](https://www.workbc.ca/access-employer-resources/hire-employees/find-workers)***.***

Number of positions available: \_\_\_\_\_\_\_\_\_\_ Job start date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Closing date for applications: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Schedule: □ Full-Time □ Part-Time □ Casual □ Temporary

Wage (REQUIRED \*):

\***As of Nov 1 2023 the BC Pay Transparency Act requires that all public job postings include a wage.  
See** [**Guidance on Job Postings**](https://www2.gov.bc.ca/gov/content/gender-equity/wage-or-salary-information-on-job-postings) **for more info.**

Hours: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Details:

Skills and Qualifications:

How to apply: