



P.O. Box 310  
 4612 McDougall Drive,  
 Smoky Lake, AB T0A 3C0  
 Ph:1-888-656-3730  
 Email:cedo@smokylakeregion.ca

# AAIP RRS Job Advertisement

Application Form

Smoky Lake Region became a Designated Community under the Alberta Advantage Immigration Program – Rural Renewal Stream [AAIP RRS] on September 10, 2024. To participate in Smoky Lake Region’s RRS Program, Employers must be approved by the Smoky Lake Region. Employers that are not willing to take an active role in supporting Endorsed Candidates’ integration into the community of Smoky Lake Region **will not** be accepted into Smoky Lake Region’s RRS Program.

**Employers shall not issue job offers to prospective Candidates under the AAIP RRS program until:**

- 1) The submission of a completed Employer Application Form and RCDC approval to participate is granted.
- 2) The submission of completed Job Advertisements Form(s) and RCDC approval for posting is granted.
- 3) The job advertisement for each vacant position has been advertised for at least two consecutive weeks.

OFFICIAL USE ONLY			
Job Advertisement #	Approved Employer #	Date Application Received	Date Application Processed

### Employer Information

<b>Business Name (Operating Name)</b>	<b>Business Number (Registered Number)</b>
<b>Legal Business Name (Registered Name)</b>	<b>Employer / AAIP RRS Program Contact Information</b>
	Name: Phone: Email Address:
<b>Location of Business</b>	<b>Mailing Address</b>
Address: City/Town: Province: Postal Code:	Address: City/Town: Province: Postal Code:
<b>Owner of Business</b>	<b>General Business Contact Information</b>
Owner Name: Phone Number: Email Address:	Phone Number: Fax Number: Email Address:

### Position Details

<b>Job Title</b>	<b>National Occupational Classification [NOC] (5-digit code)</b>



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<b>Number of Positions Available</b> (All positions available must be for the same Job Title)		
<b>The job meets the requirements of the Rural Renewal Stream?</b> (Check all that apply)		<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> Job is full-time (minimum 30-hrs per week) <input type="checkbox"/> Job is non-seasonal <input type="checkbox"/> Job is genuine / meets labour need <input type="checkbox"/> Wage and benefits meet or exceed the lowest starting wage for the occupation across all industries in Alberta, as per the Alis website <input type="checkbox"/> Job is permanent (12 months or more) <input type="checkbox"/> Job is required in High Level		
<b>Physical Address of Job Location</b>	<b>Minimum Education Requirements of the Job</b>	
Address: City/Town: Province: Postal Code: Phone Number: Email Address:	<input type="checkbox"/> Doctorate/PHD <input type="checkbox"/> Doctor – Medicine <input type="checkbox"/> Master's Degree <input type="checkbox"/> Bachelor's Degree <input type="checkbox"/> College Level Diploma/Certificate <input type="checkbox"/> Apprenticeship Diploma/Certificate <input type="checkbox"/> High School Diploma <input type="checkbox"/> Vocational School Diploma/Certificate <input type="checkbox"/> Other: _____ <input type="checkbox"/> No Formal Educational Requirement	
<b>Hourly Wage / Annual Salary for the Job in Canadian Dollars (\$)</b>		\$ _____
<b>Are there Provincial or Federal Certification or Licensing Requirements for this Job?</b>		<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>If yes, Please Indicate the Name of the Certifying, Licensing, or Registering Body / Institute(s):</b>		
_____		
<b>Are there Language Requirements for this Job?</b> (Speaking/Reading/Writing/Listening)		<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>If yes, Please Indicate the Language Requirements:</b>		
_____		

## Job Advertisement Details

<b>Will this Job Advertisement be Posted for at least Two Consecutive Weeks?</b>		<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Ideal Published Date for the Job Advertisement on the RCDC Job Board:</b>		
<b>Will this Job be Advertised on Other Platforms, besides the RCDC Job Board?</b>		<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>If yes, Please Describe all Recruitment Efforts to Fill this Position, Including Advertisement Durations:</b>		



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## Applicant Signatures

Employer Name		Date	
Employer Signature			
Witness Name		Date	
Witness Signature			

Please submit your completed Job Advertisement Application with the Job Ad to: [cedo@smokylakeregion.ca](mailto:cedo@smokylakeregion.ca)

Office Use Only			
Is the Employer an Approved Employer under Smoky Lake Region's RRS Program?			<input type="checkbox"/> Yes <input type="checkbox"/> No
Approved Employer Number:		Date:	
Does the Job Advertisement meet the AAIP RRS Program Requirements?			<input type="checkbox"/> Yes <input type="checkbox"/> No
Job Advertisement was Approved for Posting on the High Level RRS Job Board?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Date:	
Job Advertisement Refused for the following reasons:			
Signature of Economic Development Officer:	_____		
Signature of Development Authority:	_____		
Date the Employer was Notified of the Job Advertisement Decision			
Date the Job Advertisement was Posted to the RCDC Board			
Date the Job Advertisement was Removed from the RCDC Job Board			
Did this Job Advertisement Successfully Attract an Endorsed Candidate?			<input type="checkbox"/> Yes <input type="checkbox"/> No
Endorsed Candidate Name:	_____		<input type="checkbox"/> N/A
Endorsed Candidate Number:	_____		<input type="checkbox"/> N/A

Personal information on this form is collected in accordance with Section 33(c) of the Freedom of Information and Protection of Privacy (FOIP) Act and will be solely used for the stated purpose. If you have any questions about the collection, use, or disclosure of this information, please contact the Municipal Clerk.