



Would you like to build a career with GCQ Canada?

GCQ Canada is an equal opportunity employer.

Candidate must be of legal age to collect.

Select the the position(s) matching your criteria, your interests and your qualifications and apply online by completing the information below and downloading it directly on our website.

First, you need to fill out this form and then send it along with your resume in Word or PDF format, via our website, by mail or by fax.

STEP 1 : FILL OUT THIS FORM * required field

Position applied for (Terrebonne, QC) *

- Executive assistant
- Customer Service Agent (Terrebonne office only)
- Collection Agent (telephone)
- Bookkeeper
- IT Consultant
- IT Developer
- Director, Quality Control
- Account Manager
- Financial Director
- Trainer
- Receptionist
- Supervisor

Identification of Applicant

Family name *

First name(s) *

Current address *

Since *

City *

Province *

Postal code *

Previous address

City	Province	Postal code
<input type="text"/>	<input type="text"/>	<input type="text"/>

Telephone *	Other telephone :
<input type="text"/>	<input type="text"/>

Email

Indicate your language skills on a scale of [0] to [10]
(0= none and 10= excellent)

Language	Spoken[0-10]	Written [0-10]
English	<input type="text"/> *	<input type="text"/> *
French	<input type="text"/> *	<input type="text"/> *
Other : _____	<input type="text"/>	<input type="text"/>

Are you eligible to work in Canada? According to the Government of Canada, to be eligible, you need a valid work permit, have the status of landed immigrant, permanent resident or be a Canadian citizen. *

YES	NO
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Were you ever found guilty of a criminal or penal offense that relate to the job you are applying for **AND** for which no pardon was granted? *

YES	NO
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Have you ever had credit problems in the past? *

YES	NO
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Information regarding the job

Schedule desired *

Full time Part time

The number of working hours at night can vary from one department to the next. You will get more detailed information on night hours at the job interview.

Availability from Monday to Friday *

Monday	Tuesday	Wednesday	Thursday	Friday
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
to	to	to	to	to
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Salary expectations *

Computer knowledge *

- Word
- Excel
- Outlook
- PowerPoint
- Access

Have you ever worked in a customer service department? * YES NO

Have you ever worked in a collection agency (or collection service) * YES NO

If you already have a job, why do you want to leave this job? *

In a few words, give us the reasons why you are the best candidate for this position *

Date available * (dd/mm/yyyy)

Education

Degrees obtained and those in progress *

- None
- High school diploma or equivalence
- Vocational studies diploma (DEP)
- Skills Training Certificate (STC)
- Attestation of collegial studies (AEC)
- College diploma (DEC)
- Certificate
- Bachelor’s degree
- Master’s degree
- Other

If other, specify :

Professional experience

Name and address of current / most recent employer *

Starting Date *

End Date *

Name of supervisor *

Telephone *

Your duties *

Reason for departure *

Name and address of previous employer

Starting Date

End Date

Name of supervisor

Telephone

Your duties

Reason for departure

Additional comments

I understand that I am applying for a job at a collection agency and that GCQ Canada must make sure of the integrity of its employees. Therefore, when a candidate is considered for hire, the company must check various personal information, such as professional references, credit bureau information and criminal records.

I understand that all the information I have provided or that I will provide in the future will be used strictly for hiring, evaluation and selection purposes, with regard to the positions available. In addition, I am conscious that any false declaration on my employment application could lead to the refusal of my candidacy or the subsequent dismissal, without notice and without compensation.

Any offer of employment is subject to the approval of the criminal records check. A separate authorization document will be required to proceed with the criminal record search in the selection process.

By clicking on « Submit » below, I declare that the information contained in this job application form is exact and complete, to the best of my knowledge and belief.

Today's date * (dd/mm/yyyy)

STEP 2

SAVE this form on your computer and then download it along with your resume on our website, under RECRUITMENT.

GCQ CANADA INC.
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Terrebonne, QC J6W 6B7

www.gcqcanada.com / Recruitment / Submit Resume

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