

EAW Competition Hiring Process and Updates

Please revisit this page for updates on the hiring process and timeline. Details will be provided on time frame and next steps as the competition progresses.

The following activities will be scheduled once the job posting has closed

- All applicant submissions screened
 - Regret notification sent to applicants not meeting qualifications
- Invitations to complete a web-based assessment of business skills sent to all candidates moving forward
- Regret notification sent to applicants unsuccessful in business skills test
 - Invitations to attend a scheduled interview sent to successful candidates of the business skills test
- Competency based Interview questions sent to each candidate prior to interview date
 - Round-robin virtual Interview via online teleconference conducted by a panel where candidates are asked behavioural competency based questions.
 - Regret notification is sent to unsuccessful applicants
 - Past-work performance checks completed. Successful candidates provide the name and contact information of three references who can verify past work performance (at least one referee must be the candidate's current supervisor). Please note: in provincial postings where there are multiple locations applicants will be prompted to select the locations they wish to be considered for.
- Final regret notification sent to all unsuccessful applicants
 - Eligibility lists are created for each location and are valid for one year
 - Successful candidates are provided notification on their ranking in each location they wish to be considered
- Verbal offers are made to candidates in order of their rank and in order of vacancy. Candidates may decline offers and remain on the eligibility list until it expires or until they accept an offer. Once an offer is accepted the candidate will be removed from all locations within the eligibility list for this competition.
- Criminal Records Check conducted. Candidate will be provided a criminal records check consent form to be completed and handed in at the local income and assistance office for processing.
- Written offer sent to candidate to accept the offer online.
- Confirmation of employment letter sent to candidate upon successful completion of a criminal records check

Please note time frames may vary depending on the number of applicants. Check your email inbox regularly for updates. Not all successful candidates are offered employment when the competition closes; some will remain on an eligibility list for up to one year.