



Algoma EMS Primary Care Paramedic Application Checklist

Please note that a complete application package must be submitted on or before the application deadline set out in the vacancy notice/posting in order for your application to be considered.

1. A copy of your current résumé (if not already provided) and a cover letter identifying the position(s) for which you are applying
2. A copy of your AEMCA or EMCA Certificate
3. A copy of your college diploma demonstrating graduation from a Paramedic or Ambulance & Emergency Care program
4. A copy of both the front and back of your valid Ontario driver's license indicating class 'B' or 'C' or 'E' or 'F'
5. A copy of your CPR Certificate indicating completion of level 'C' issued within the last 7 months
6. Completed Base Hospital Referral Form*
(Section 'A' only, complete by hand)
7. Completed Proof of Immunization Form*
8. Completed Verification of Communicable Disease Status Form*
9. MOHLTC Ambulance Service Identification Card Application*
(Fill out nothing on this form other than your printed name and signature in Section 'C'. Please do not date the form.)
9. Two (2) passport photos stamped by the photography studio
10. A detailed summary of your expected availability (if applying for part-time or casual position)
11. This completed checklist

Notes

1. A 3-year driver's abstract obtained from the MTO and a Criminal Record Check including a Vulnerable Sector search from the OPP or your local police service will be required later in the application process. **Do not obtain now or you may have to complete this step twice.**
2. If you are selected for an interview the originals of all documents listed above must be presented for inspection.

*This form is attached to this document.