



OFFER OF EMPLOYMENT TO A FOREIGN NATIONAL FOR THE FRANCOPHONE COMMUNITY IMMIGRATION PILOT

SECTION 1: BUSINESS INFORMATION

Note: You can refer to the instructions to help you fill out this form.

1. Business operating name		2. Business legal name		3. Telephone number	
4. Business mailing address:					
Street and number		City		Province	Postal code
5. Business address (if different than mailing address):					
Street and number		City		Province	Postal code
6. North American Industry Classification Sector (NAICS) code(s) of Business sector (minimum 4 digits)					
7. Website address				8. Date of business establishment (YYYY-MM-DD)	
9. Size of business					
Number of employees ▶ <input type="checkbox"/> Under 100 employees <input type="checkbox"/> Over 100 employees					
Gross income ▶ <input type="checkbox"/> Less than \$30,000 <input type="checkbox"/> \$30,000 to 5 million <input type="checkbox"/> Over 5 million					
10. Describe the principal business activity					

SECTION 2: PRIMARY CONTACT INFORMATION OF EMPLOYER

11. Family name (surname)		12. Given name(s)		13. Job title	
14. Telephone number	Extension	15. Fax number		16. Email address	

SECTION 3: DETAILS OF JOB

17. Job title		18. National Occupational Classification (NOC) code		19. Skill type/level/Category
20. Does the job meet the following requirements of the Francophone Community Immigration Pilot Program?				
<input type="checkbox"/> Job is full-time	<input type="checkbox"/> Job is indeterminate (no end date)		<input type="checkbox"/> Job is non-seasonal (year-round)	
<input type="checkbox"/> Occupation is needed in the community	<input type="checkbox"/> Job is genuine and represents a labour market need		<input type="checkbox"/> Job is located in the community	
21. Address of physical job location (if different than business address)				
Street and number			City	
Province		Postal code	22. Expected start date of employment (YYYY-MM-DD)	

23. Main duties of the job

24. Minimum education requirements of the job

Doctorate/PhD Doctor of Medicine Master's degree
 Bachelor's degree College level diploma/certificate Apprenticeship diploma/Certificate
 High school diploma Vocational school diploma/certificate No formal education requirement

How was the candidate selected for this position? Please provide details:

Was an interview conducted? Yes, in person Yes, remotely No

Please provide details

Provide any additional pertinent information related to the job offer:

25. Experience/skills requirements of the job

26. Are there provincial/territorial/federal certification, licensing or registration requirements of the job?

No Yes – If yes, indicate the name of the certifying/licensing/registering body ►

27. Wage in Canadian dollars and number of work hours

Amount per hour	Amount per year	Total number of work hours per day	Total number of work hours per week	Total number of work hours per month
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Overtime rate per hour of: _____ starts after _____ hours of work per week.

28. Alternate compensation scheme (if applicable)

Please describe: _____

29. Benefits

Disability insurance Dental insurance Pension
 Extended medical insurance (e.g. prescription drugs, paramedical services, medical services and equipment)
 Vacation ► Days: _____ (Number of business days per year) OR
 Remuneration: _____ (% of gross salary)
 Other benefits, please specify ► _____

SECTION 4: EMPLOYEE INFORMATION (This section must be completed by the employer)

30. Family name (surname) as shown on the passport		31. Given name(s) as shown on the passport			
32. Gender	33. Date of birth (YYYY-MM-DD)		34. UCI / ID client no.		35. Country of birth
36. Country of residence		37. Citizenship		38. Passport number	
40. Accompanying family members and their date of birth					39. Marital status
41. Mailing address					
P.O. box	Apartment/Unit	Street number	Street name		City/Town
Country			Province/State		Postal code
42. Email address					43. Telephone number

SECTION 5: DECLARATION OF EMPLOYER

Important: You, the employer must read the statement carefully, print your name, sign, and date this section

- I certify that I am actively engaged in the business in respect of which the offer of employment is made.
- I certify that I am compliant with, and will comply with, the federal/provincial/territorial laws that regulate employment and the recruitment of employees, in the province/territory in which it is intended that the foreign national work and, if applicable, with the terms and conditions of any collective agreement.
- I certify that I will provide the foreign national with employment in the same occupation as that set out in the foreign national's offer of employment and with wages and working conditions that are substantially the same.
- I understand that Immigration, Refugees and Citizenship Canada will not disclose the information contained herein to Third Parties, except as described in bilateral information-sharing arrangements or except as authorized or required by law.
- I confirm that I understand that if I have made a false declaration or have otherwise provided false or misleading information or have undertaken concealment of a material fact, the potential employee's application could be rejected. I further confirm that I understand that providing such false or misleading information, making a false declaration or failing to declare all information material to the potential foreign workers application could be an offense and/or constitute non-compliance under the *Immigration and Refugee Protection Act*.
- I consent to the collection and disclosure of the information contained herein, including for monitoring and evaluation purposes.
- I confirm that I have read and understood the contents of this form. I declare that the information that I have provided in this form is true, complete and accurate.

Name of employer

Signature of employer

Date (YYYY-MM-DD)

SECTION 6: DECLARATION OF EMPLOYEE

Important: You, the employee (the principal applicant), must read the contents, read the statement carefully, print your name, sign and date this section

- I confirm that I understand that if I have made a false declaration or have otherwise provided false or misleading information or have undertaken concealment of a material fact, my application for permanent residence could be rejected. I further confirm that I understand that providing such false or misleading information or concealing material facts could be an offense and/or constitute non-compliance under the *Immigration and Refugee Protection Act*.
- I also understand that should I be found to be inadmissible for misrepresentation under section 40 of the *Immigration and Refugee Protection Act*, I may be ineligible to apply to certain IRCC programs for a period of five years following a final determination of my inadmissibility or, if this determination is made in Canada, following my removal from Canada.
- I consent to the disclosure of the information contained herein, including for monitoring and evaluation purposes.
- I understand that Immigration, Refugees and Citizenship Canada will not disclose the information contained herein to Third Parties, except as described in bilateral information-sharing arrangements or except as authorized or required by law.
- I confirm that I have read and understood the contents of this form
- I declare that the information that I have provided on this form is true, complete and accurate.

Name of employee

Signature of employee

Date (YYYY-MM-DD)

Privacy Statement

Personal information provided on this form is collected by Immigration, Refugees, and Citizenship Canada (IRCC) under the authority of the *Immigration and Refugee Protection Act* (IRPA). The personal information provided may be used for the purpose of processing an application. The personal information provided may be disclosed to other federal government institutions, law enforcement bodies, designated Economic Development organizations, provincial/territorial governments and foreign governments for the purpose of validating identity, eligibility and admissibility.

Personal information may also be used for purposes including research, statistics, program and policy evaluation, internal audit, compliance, risk management, subsequent program eligibility, strategy development and reporting.

Failure to complete the form in full may result in a delay or the application not being processed. The *Privacy Act* gives individuals the right of access to, protection, and correction of their personal information. If you are not satisfied with the manner in which IRCC handles your personal information, you may exercise your right to file a complaint to the [Office of the Privacy Commissioner of Canada](#). The collection, use, disclosure and retention of your personal information is further described in IRCC's Personal Information Bank - [IRCC PPU 042](#).