

NFN Ontario Works – JOB SEARCH



Client Name:		Start Date of Job Search:	
Client Signature:		Date Submitted:	

CONFIDENTIAL - FOR CLIENT & WORKER VERIFICATION ONLY
DO NOT PRESENT THIS TO ANY POTENTIAL EMPLOYERS

CLIENT JOB SEARCH

Under the *Ontario Works Act, 1997 Section 4 (a)(b), 7 (1)(4) (a)(b)(c)(d)* "income assistance shall be provided in accordance with the regulations to persons who satisfy all condition of eligibility under this Act and the regulations". An employable person receiving income assistance must satisfy the Ontario Works Administrator that they are complying with the following conditions:

- You must be making reasonable efforts to secure any Employment.
- You are expected to be Job Searching on a daily basis.
- All available jobs must be pursued, regardless of the type of work or wage level.
- If you are currently employed you must be continuing to job search for any higher paid employment that you are physically capable of that would assist you in exiting Ontario Works.

Seeking & Accepting Employment or Job Offers:

You must be willing to accept any full time, part time or casual employment for which you are physically capable of. **All members** of the benefit unit who are 18 years of age and older are required to actively participate in Employment Assistance activities. Please refer to your copy of the Ontario Works Rights and Responsibilities on a regular basis.

To be completed in-person, by phone, or online.	ITEM	Name of Business/Employer	Employer Phone Number	Type of Contact	Date of Contact
	1.				
	2.				
	3.				
	4.				
	5.				
	6.				
	7.				
	8.				
	9.				
	10.				

For Office Use Only:

Client Completed:		Date Received:	
Notes:		Staff:	

Created February 1, 2021