

## DOWNLOADING THE APPLICATION FROM THE WEB

This process requires the latest version of [Adobe Reader](#).

1. Open the form in a new browser window: [Application Form](#) (PDF): Right click the underlined link to open the form. Choose the option "Save Target As..." or "Save Link As..." to save the form to a location on your computer.
2. Complete the application form. This can be done in two ways:
  - a. Print the form, and then type or write in dark ink to fully complete it; or
  - b. Complete the form within Adobe Reader and print the completed form. (The completed form can't be saved as a new document.)
3. Follow all instructions on the application form and submit it, with required or supplemental documents, to Human Resources.