



## Employee Information Form

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*Upon the hiring of a new employee by Nibinamik First Nation, this form is to be filled out by the employee and included in their personnel file. Please see Section 5 – Recruitment Plan Policy.*

Employee's Name	
Employee's Position	
Employee's Starting Date	
Department	
Supervisor	

### Employee Contact Information

Phone Number	
Email Address	
Address	

### Employee Payroll Information

Social Insurance Number	
Bank	
Direct Deposit	

### Emergency Contact Information

Contact Name	
Phone Number	
Address	
Relationship	