

# WEST COAST

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## EXTRACTION SYSTEMS LTD.

### New Employee Information

Please fill out the information below for management to keep on permanent record.

#### Personal Information

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Please print clearly to avoid delays in payroll and clearances

First Name

Last Name

Email

Phone

Address

Date of Birth

SIN #

☐

Photo Sent to Website Admin for posting/ID card

☐

Jacket Size

☐

Vest Size

#### Office Use:

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Official Date of Hire

Employee Number

Position

Location

Notes