



Memo



TO: ALL CUPE CLERICAL
FROM: Vanessa A. Lysne, Human Resources Officer
DATE: June 2, 2023
RE: Clerical Summer Work – date sensitive

All clerical employees interested in summer work after shut down, please scan the QR code below with your phone and fill out your information. Once all information is filled out, please press submit **prior to Thursday, June 15, 2023** requesting your name be put on a call list should any clerical work become available over the summer as per Article 16(f)(vi):

*(vi) For casual work assignments from July 1st to the Labour Day Weekend in any year, the Employer will create a summer callout list made up of employees who, **prior to June 15th** of that year, indicate to the Employer that they wish their name to be placed on the summer callout list for casual work assignments during the summer...*

Names will not be added to the list after June 15th so please be sure to let Jessica know in time!



<https://forms.office.com/r/2cdbwnpZh7>