

APPLICATION INFORMATION

Thank you for your interest in ACFC West, Local 2020 Unifor.

Please read this information before sending your required application material and administration fee. Anyone planning to work in the film industry should have the ability to relate to others, be a team player, and be very flexible. An overall understanding of how departments relate to each other and a basic knowledge of the industry will also determine acceptance into the union.

REQUIREMENTS

- ✓ Completion of a recognized **Motion Picture Industry Orientation** course is required. Include photocopy of certificate. Offered at Capilano University at 604-984-4901 or <http://www.capilanou.ca/> as well as other post-secondary institutions.
- ✓ **WHMIS** Certificate (Workplace Hazardous Materials Information System). Include photocopy of certificate. Contact Actsafe at 604-733-4682 or <http://www.actsafe.ca/> as well as other recognized providers.
- ✓ **30 verifiable paid days worked on professional made for television productions or feature films**, (may vary in some departments) **IN THE POSITION YOU ARE APPLYING FOR.**
- ✓ Completed application in the department you are applying for.
- ✓ Signed **original** Bargaining Authorization - form attached.
- ✓ Current resume **detailing the number of days worked on film/television productions.** Please see attached sample resume.
- ✓ Non-refundable application fee of \$85 payable by cash, cheque, money order or Mastercard, Visa or debit card. Application fee for a second department is \$25. You may apply for a MAXIMUM of two departments.
- ✓ Some departments/positions have additional requirements.

For more information, please visit our website at www.acfcwest.com. You can also e-mail applications@acfcwest.com or call **604-299-ACFC (2232)**, extension #570. Applications can be mailed or dropped off to the address below.

The \$85 fee is **NOT** a guarantee that you will be accepted as a member. Your application will be reviewed once all criteria are met. Should your application not be approved, you will be able to request re-application in the same department at a later date without charge.

Applications are submitted to the Council at any Council meeting (usually once per month). You will be informed in writing or by phone after your application has been reviewed.

RETAIN THIS COPY FOR YOUR RECORDS

SECURITY

JOB DUTIES

- Secure location(s)/sets, ensuring all exits and entrances on site, and all vehicles, are locked.
- Check sites, sets and equipment for signs of damage, fire threat, theft etc.
- Ensure only authorized persons be permitted on site.
- Assist with traffic flow, crowd control and parking.
- Report any incident immediately to department keys and/or police.
- Maintain a shift log.
- Ensure that keys to set(s) and all vehicles are controlled and available on site.

SECURITY PERSONNEL CONDITIONS

- Security call time will be twelve hours from crew call.
- Producer will provide one cellular phone to security crew per shift, and one walkie-talkie per security person per shift.
- Washroom facilities will be made available on any secured site.
- Security will be expected to find time for lunch and not incur meal penalties as long as craft services are made available.

BARGAINING AUTHORIZATION

Name: _____

PLEASE PRINT CLEARLY

“In applying for a membership I understand that the union intends to apply to be certified as my exclusive bargaining agent and to represent me in collective bargaining.”

Dated this _____ day of _____, _____
DAY MONTH (Please Spell) YEAR

Signature: _____

SAMPLE RESUME

SUSIE DRIVEWELL

DRIVER – TRANSPORTATION DEPARTMENT

License: Class 6 and 1 w/Air Endorsement; 2001 Hair License #: 98765;
W.H.M.I.S; Set Etiquette; Transportation of Dangerous Goods Certificate;
Occupational First Aid Level I

SPECIAL ATTRIBUTES

High Rigging & Cable 1000 to 2000 ft; 3 years at Emily Carr Craft Service School;
Microsoft Office

FEATURES

| | | |
|--------------------------------|-------------------------------|--|
| Little Lies Feb/14 | Big Lie Production 10 Days | PM: John Doe Coordinator |
| Superman Dec/13 | Superduper Shows 2 Days | PM: Jane Dodo Coordinator |
| Mr. T. Rules June/13 | Mr. T. TV 30 Days | Coordinator: Mrs. T. Special Equipment Driver |
| Mrs. T. Rules Oct/12 | Mrs. T. TV 1 Day | PM: Grandad Doe Coordinator |

MOWS

| | | |
|--------------------------------|----------------------------------|--|
| Sun City Jan/14 | Sunshine Studios 30 Days | Coordinator: Mr. Sunshine Driver |
| Cat & Dog Oct/13 | Bob Barker Productions 4 Days | Coordinator: Miss Meow Special Equipment Driver |
| Madison Aug/13 | Mad Dog Productions 20 Days | PM: Jonathan Jones Coordinator |

TELEVISION SERIES

| | | |
|--------------------------|----------------------------------|--|
| X-Filez Nov/13 | Rainy Day Productions 10 Days | Coordinator: David Duke-Ovny Driver |
|--------------------------|----------------------------------|--|

AWARDS

Journeyman High Rigger with Safety Ticket; I.C.S. Motor Racing 1st Place;
The Annual Peggy Bundy Award for Excellence in Hair and Makeup

REFERENCES

| | | |
|--------------|---------------------------|----------------|
| Marsha Brady | Producer/Actor | (604) 456-7890 |
| Hil Clinton | White House Administrator | (818) 240-2440 |
| Don Johnson | Transport Coordinator | (505) 666-6969 |