

Conflict of Interest – Hiring Declaration Form

I, _____ am participating in the hiring exercise for posting number _____ at location _____.

☐ I declare there is a conflict of interest in relation to the aforementioned job competition.

Please check all situations that apply and provide details in comments section below (including name of individual where relationship exists):

- ☐ family whether related by blood, adoption, marriage, or common-law relationship
- ☐ an intimate and/or financial nature during the preceding five years
- ☐ past or present private interests in connection with a candidate or applicant where their involvement in the hiring process could conflict with their duties
- ☐ Other- please explain _____

Comments:

A copy of this form is to be forwarded to your supervisor and the People and Culture department. You must refrain from taking part in any discussion or decision-making in relation to the hiring process until a decision has been reached regarding the manner in which the Conflict of Interest will be addressed.

A copy of this completed form must be included in the job competition file.