



Revature Onboarding Employee Checklist

Hello and welcome to the team!

To get started, please complete the below ch	ecklist to complete your	setups so we may mo	ve forward with
your employment.			

Review the New Hire e-mail from Revature and reply to the e-mail with any questions
Complete Page 2 of this checklist including all required information
Legal First Name and Last Name (and Preferred Name if different)
Current Home/Mailing Address
Date of Birth
Social Insurance Number (SIN)
Prepare picture or scanned copy of documents to establish identity & eligibility for work in Canada
Photo ID containing: name, date of birth, photo, and signature
SIN Letter, SIN Card, or other document containing SIN
IF TEMPORARY SIN: Additional proof of work authorization
ONCE COMPLETED, Upload this completed checklist and the scanned copies or pictures of your identity & SIN documents here: Secure Submission Link
Questions regarding this checklist may be directed to your Support Specialist
Cameron Coley
Recruitment Support Specialist

E cameron.coley@revature.com

P 703.646.8257



New Employee Information

Identification

Legal Last Name	Legal First Name	SIN (9-digits)	Date of Birth (MM/DD/YYYY)
JOB	JENOB	598-368-462	03-05-1995

Preferred Name (if different from Legal Name)
First:
Last:

Mailing Address

Address 1	19 BRITWELL AVENUE
Address 2	
City	SCARBORDUMH
Province	ONTARIO
Postal Code	MIP3TI

Living Address (if different from Mailing Address)

Address 1		=	N	
Address 2				
City	,			
Province		-		
Postal Code		6	VI	



Canadä

Date: Mar 12, 2021 / 12 mars 2021

PROTECTED B / PROTÉGÉ B

JENOB VARGHESE PAYIKATT JOB 19 BRITWELL AVE TORONTO ON M1P 3T1

Social Insurance Number (SIN) / Numéro d'assurance sociale (NAS): 598-368-462

Names on the SIN record / Noms au dossier de NAS

First Name / Prénom:

Middle Name(s) / Second(s) prénom(s): Family Name(s) / Nom(s) de famille:

Protect your SIN; it is confidential

Keep any document containing your SIN in a safe place.

Use of your SIN

You are required to provide your SIN to your employer within three days after the day you receive it. Also, some programs and/or services authenticate a person's identity using data on the SIN record; ensure you are using the names as shown above.

If your SIN begins with the number 9

You must present a valid proof of authorization to work in Canada to your employer. Your SIN record must be updated to reflect the most recent expiry date.

' For more information, visit our Web site: Canada.ca/social-insurance-number JENOB VARGHESE PAYIKATT JOB

Protégez votre NAS, il est confidentiel

Conservez tout document où l'on retrouve votre NAS dans un endroit sûr.

Utilisation de votre NAS

Vous devez fournir votre NAS à votre employeur dans les trois jours suivant sa réception. Aussi, certains programmes et/ou services utilisent les données au dossier de NAS afin d'authentifier l'identité d'une personne. Assurez-vous d'utiliser les noms qui figurent ci-dessus.

Si votre NAS débute par le chiffre 9

Vous devez présenter à votre employeur une autorisation valide vous permettant de travailler au Canada. Votre dossier de NAS doit être mis à jour afin de refléter la plus récente date d'expiration.

Pour plus de renseignements, consultez notre site Web :

Canada.ca/numero-assurance-sociale