

Job Seeker Agreement

This Job Seeker Agreement ("Agreement") is entered into by and between

Rowan Salverda and Circuit Stream.
[your legal name]

This agreement must be signed and submitted on D2L by the day after the first career lab. If your Job Seeker Agreement is not signed and submitted by this date, you will be considered a non-job seeker and unable to access career services later. Circuit Stream works hard to cultivate relationships with industry partners and companies to give job-seekers unique access to open jobs. We ask that you respect these relationships by adhering to this agreement.

Please note that if you wish to participate in Pitch Day, you must be a job seeker and actively engaged in career services.

 Initial

By signing below, the Job Seeker acknowledges and agrees to the following terms and conditions:

1. Resume and Portfolio Completion:

You commit to ensuring your professional resume and portfolio are completed and finalised by the last day of bootcamp classes. **This includes providing accurate and up-to-date information regarding your skills, projects, and experiences.** If it is found that you have falsified information in any of your documents, Circuit Stream will not forward your applications to employers, and they reserve the right to remove you from the career program.

 Initial

2. Job Application Commitment:

You agree to actively pursue employment opportunities by applying to at least **5 jobs per week**, using resources provided by Circuit Stream and other relevant platforms. You also agree to proactively research the companies you apply to and reach out where possible to network and cultivate connections at said companies. Additionally, you will customize your resume and cover letter to **each job you apply for** to ensure you are sending out quality job applications.

 Initial

3. Job-Tracker Sheet Updates:

You will update your Job-Tracker sheet weekly, providing details about the jobs applied to, application status, interviews, and any relevant feedback or information received from prospective employers.

 Initial

4. Career Labs:

You will attend all career labs, which occur every month. If you are unable to participate in a career lab, you must agree to watch the recording following the career lab and complete any related assignments before your next scheduled appointment with your Career Coach.

 Initial

5. Career Modules and Assignments:

Following each career lab, you agree to complete the corresponding modules and submit all related assignments on D2L before your next scheduled one-on-one session with your career coach. If your assignments are not completed before your career one-on-one, your career coach reserves the right to cancel your session and reschedule once you have completed the assignments.

 Initial

6. Career One-on-One Sessions:

4a. By signing this document, you commit to scheduling and attending 6 career one-on-one sessions with your assigned Career Coach before completing the bootcamp.

4b. Additionally, you commit to scheduling and attending 4 career one-on-one sessions with your assigned Career Coach within 6 months of completing the bootcamp unless you find employment before that time.

 Initial

7. Pitch Day:

To participate in Pitch Day after completing your bootcamp, you **must** have participated in the career program, including attending all labs and one-on-one sessions with your Career Coach, completing all modules, and submitting all assignments via D2L on time.

 Initial

8. Job Opportunities:

Your Career Coach may occasionally send you job postings and ask interested candidates to send their resumes. Please note that to have your resume forwarded to employers, you must have completed all career modules and submitted all assignments. Also, please note that you must comply with points one (1) and two (2) of the Job Seeker Agreement. If your Career Coach does not believe that you meet the requirements for the job or you have falsified information on your resume, they may not be able to forward your resume to the employer.

RS Initial

9. Mandatory Checkpoints:

You will participate in mandatory checkpoints with your Career Coach at the following intervals:

- 30 days post-graduation
- 60 days post-graduation
- 90 days post-graduation
- 180 days post-graduation

RS Initial

10. Commitment to Communication:

You agree to maintain open communication with your Career Coach, promptly responding to emails, messages, or requests for additional information.

RS Initial

11. Non-Job Seeking Status:

I Rowan Salverda acknowledge that consistent communication with my Career Coach is crucial for adequate job-seeking support. If I am out of touch with my Career Coach for a continuous period exceeding 4 weeks without prior notice or valid reasons, Circuit Stream reserves the right to consider me as non-job seeking. In such cases, Circuit Stream may temporarily suspend or limit access to career services until regular communication is re-established.

RS Initial

12. Termination of Services:

Circuit Stream reserves the right to terminate career services and support if the Job Seeker fails to comply with the terms outlined in this Agreement.

RS Initial

By signing below, I acknowledge that I have read, understood, and agree to abide by the terms and conditions of this Job Seekers Agreement. I also consent to the use of my name, image, and success story in marketing materials, including but not limited to social media spotlights, to promote job opportunities and attract potential employers.



[Job Seeker's Signature]

October 16th, 2025

[Date]

[Circuit Stream Representative's Signature]

[Date]