

"selection" phase a more limited group of candidates is considered. At the end of this process, when all pre-employment requirements are met, the number of positions in each stream known, and a match made between applicants' qualifications and program needs, a letter of offer will be sent to successful candidates.

If you are interested and ready for a challenging career as a Foreign Service Officer, representing Canada and Canadian interests internationally, and are ...

- a Canadian citizen (naturalized or Canadian born) of any age;
- a graduate from a recognized university in any discipline, or will graduate by the summer following the written exam;
- proficient in both of Canada's official languages or able to reach the required level of bilingualism within two years of being hired (English or French language training is provided);
- willing to accept assignments anywhere in the world;
- able to qualify for a top secret security clearance; and
- medically suitable;

... this could be the profession for you.

Step One — The Foreign Service Examination

The Foreign Service Examination is administered once per year by the Public Service Commission of Canada. Since 1928, this exam has been the sole route to obtain an entry-level position as a Foreign Service Officer. The examination is

usually held in October across Canada on university campuses, in conveniently located federal government offices and at Canadian diplomatic missions abroad.

The examination is composed of three parts: the Entry Level Officer Selection Test, which measures verbal, numerical and reasoning ability; a written communication test; and the foreign service knowledge test. To obtain an application form, additional information or the location of the examination centre nearest you, contact the placement office of your university, an office of the Public Service Commission, or a Canadian diplomatic mission abroad.

If you meet the above requirements, complete the Public Service Canada Application for Employment form. Indicate on the Post-Secondary Recruitment Application Annex form that you are applying in the professional category of Foreign Service Officer.

When completing the application and annex forms it is essential to present as much background information as possible. The details of your education, work experience, volunteer or other community involvement, and personal interests will be considered in the selection process. The reasons you give for wanting to join the Foreign Service will be carefully noted. Two references from individuals who are well acquainted with your performance, preferably one academic and one from the workplace, are required. In addition, you must attach an up-to-date copy of your university grades, as