

Summer Student Employment for Persons with Disabilities

Supports for Hiring Managers

Creating a Requisition - Taleo
 Designate or indicate preference on your requisition
 (CBA Article 6.2.10.1)

Hire a Student

External Resources

Unconscious Bias at Work

The Ability Factor: Employing people with disabilities

Shattering assumptions and surprising ourselves

Business owner makes money by hiring persons with disabilities

Employers are not allowed to ask about the nature or severity of a disability.

Once the verbal offer has been made and accepted, a hiring manager can ask the following:

- Do you have a disability that will require an accommodation in order to perform the essential duties of the job?
- Do you require any accommodations to perform the essential duties of the job? If so, what accommodations would be required to enable you to perform the job?

At the time of hire, if accommodation is required, contact your Human Resources Business Partner for assistance.

Role of Human Resources Business Partners is to promote the initiative and assist with questions.



Summer Student Program offers opportunities to student across Saskatchewan in urban, rural and northern locations.

A job applicant is not required to inform an employer about their on-the-job accommodation requirements prior to being hired. Managers should ask a candidate if they require accommodation for the assessment step only.

Important to consider when interviewing a person with a disability:

When the student confirmed their attendance to the interview, did they request an accommodation? If so, what was the accommodation requested?

Some examples:

- Is your office accessible to an individual who uses a mobility aid (e.g., a walker or wheelchair)?
- Providing additional time on skills exercises.
- American Sign Language (ASL) Interpreter availability.
- Are your computerized tests accessible to an individual with vision loss who uses a screen reader?

Important Manager resources

PS 705 Employment Accommodation Policy
Manager's Guide to Accommodation and Return to Work

Be at Work Program
Form 111 (Accommodation)
Service Now

Disability Awareness
Mental Health Awareness

SHRC – Employment Discrimination and the Duty to Accommodate

A Way with Words and Images