

Application for Employment - FR – ORG – HR - 22

Position Applied For: _____

Date: _____

Name: _____
Surname
Given Names

Address: _____

Phone: (H) _____ (W) _____ (M) _____

Email: _____

NEXT OF KIN:

Name: _____ Relationship: _____

Address: _____

Telephone: _____ Mobile: _____

How did you hear about the position applied for: (please circle)

Port Stephens Examiner Newcastle Herald Seek Company Website

Other: (please specify)

EDUCATION / QUALIFICATIONS

Please list any relevant education you have undertaken, or any certification received:

_____ Date: _____

_____ Date: _____

_____ Date: _____

_____ Date: _____

EMPLOYMENT HISTORY

POSITION	DATES	EMPLOYER	PHONE NO	REASON FOR LEAVING

SKILLS / EXPERIENCE

Please list any you feel are relevant to the position:

RECENT REFEREES

Name: _____ Phone: _____

Name: _____ Phone: _____

Further Information / Comments

Circle The Appropriate Response

Are you willing to undertake a medical examination & police check? YES / NO
(Job offer is conditional on outcomes)

Are you willing to for us to contact your previous employers as referees? YES / NO

Are you legally entitled to work in Australia? YES / NO

Can you provide proof? (e.g: Aust birth certificate, Aust passport, Aust Citizenship, or Visa) YES / NO

Are you willing to work weekends? YES / NO

Are you willing to work shifts? YES / NO

Do you know of any medical reason why you would be unable to perform this role? YES / NO

If YES please provide details:

Are you the subject of any criminal charge(s) still pending before a Court, or have you been the subject of any criminal conviction(s) or finding(s) of guilt before a Court that are not "pardoned, quashed or spent convictions" under Legislation?

YES / NO

If YES please provide details:

"I understand that any false or misleading information given in this application may render my contract of employment, if I am appointed, liable to termination. I declare that to the best of my knowledge the above information and that submitted in any accompanying document(s) is correct."

APPLICANTS SIGNATURE

DATE