

APPLICATION FOR EMPLOYMENT – Current Position



Please note that this application form is for positions that we are currently advertising.

If you would like to lodge your details for a future position not currently advertised, please fill out the "Request for Future Employment Form" so we can contact you if/when the position becomes available.

Date: _____
Position applied for: _____

How did you find out about this position?: _____
If there is an opportunity for us to provide addition hours for this role in the future, would this be of interest to you? YES <input type="checkbox"/> NO <input type="checkbox"/>
If yes how many additional hours would you like? _____
What are your available days? _____

1. Personal Details

Surname: _____	First Name/s: _____
Address: _____	
_____	Postcode: _____
Home number: _____	Mobile No: _____
Date of Birth: _____	Age: _____
Email Address: _____	

2. Education and Qualifications

	Name of Institution	Dates from	Dates to	Certificate/Degree Obtained
Secondary				
Tertiary				
Trade Skills				
Professional				
Other				

8. Previous Employment History

PREVIOUS EMPLOYMENT (MOST RECENT FIRST)	
Name of Employer: _____	
Position Held : _____	Dates (from/to) _____
Reason for leaving: _____	
Referee: _____	Contact Phone No: _____
Name of Employer: _____	
Position Held : _____	Dates (from/to) _____
Reason for leaving: _____	
Referee: _____	Contact Phone No: _____
Name of Employer: _____	
Position Held : _____	Dates (from/to) _____
Reason for leaving: _____	
Referee: _____	Contact Phone No: _____
Name of Employer: _____	
Position Held : _____	Dates (from/to) _____
Reason for leaving: _____	
Referee: _____	Contact Phone No: _____

9. Disability

Do you have a physical, mental or sensory impairment that would:		
Affect your ability to attend an interview	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Affect your ability to do the job?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Affect your ability to complete the application form?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If yes please give details: _____		
Do you believe the company could make adjustments to accommodate the above? If yes please give full details: _____		

10. References

Please give the name & contact details of two people we can contact for a reference.

Name: _____ Title: _____

Company: _____ Phone number: _____

Name: _____ Title: _____

Company: _____ Phone number: _____

May we contact your present employer for a reference Yes No

Data Protection: All information given on this form will be treated as strict confidence. If you are appointed this application will form the basis of your personal file and information may be held on computer, disclosures will only be made for employment administration and payroll purposes.

If your application is unsuccessful your details will be kept for a maximum of 12 months.

If you do not wish to be considered for future vacancies please indicate here:

I do not wish my application to be kept on file for future consideration

Declaration: I confirm that all the information given in this form is to the best of my knowledge true and accurate. I understand that any false statements or failure to disclose any information requested may result in my application being disqualified. Discovery after appointment may lead to dismissal without notice or disciplinary action.

Date: _____ **Applicants Signature:** _____

Thank you very much for your interest in employment and for taking the time to apply.
Please lodge this application form by either:

- Email: karen@riversofyarrambat.com
- Post: Rivers of Yarrambat
 Personnel Department
 28 Kurrak Road
 Yarrambat 3091
- In Person: Please ring to make a time.