

# KINGSCLIFF BEACH BOWLS CLUB

## EMPLOYMENT APPLICATION FORM

### 1. Contact details

Title _____ Preferred Name: _____
First Name: _____ Surname: _____
Address: _____
Suburb: _____ State: _____ Post Code: _____
Home Phone: _____ Mobile Phone: _____
Email: _____

### 2. Eligibility

	YES	NO	
a) Are you over 18 years old?			(please attach proof of age in your email to us)
b) Are you a permanent resident or citizen of Australia?			(If <b>No</b> proceed to part C, if Yes proceed to number 3)
c) Are you legally permitted to work in Australia?			(If <b>No</b> do not proceed we can only employ you if you have a working visa. <a href="http://www.immi.gov.au/work/pages/work.aspx">http://www.immi.gov.au/work/pages/work.aspx</a> for more info. )
e) Expiry date of Visa?			Passport number? _____

### 3. Work type you are applying for (you may tick more than one box)

### 4. Preferred Work Type

**5. Availability for work (please type commencing and finishing times if not available all day)**

	All day (tick)	AM (tick)	PM (tick)	Not available
Thursday				
Friday				
Saturday				
Sunday				
Monday				
Tuesday				
Wednesday				

**6. Have you completed the following courses and do you have your Competency Card?**

'''

RSA

RSG

**7. Employment history**

	Dates	Title / Role	Reason for Leaving

**8. Education & qualifications**

Qualification/Certificate	Institution	Degree / Certificate Obtained
Secondary		
Tertiary		
Professional		
Other		

**9. References (Please provide the names of at least 3 referees who may be contacted regarding your past employment)**

*By giving the name and numbers of these referees you are giving consent for Kingscliff Beach Bowls Club to contact the following individuals.*

Referee 1		Referee 2	
Name:	_____	Name:	_____
Position:	_____	Position:	_____
Company:	_____	Company:	_____
Contact Number:	_____	Contact Number:	_____
Referee 3		Referee 4	
Name:	_____	Name:	_____
Position:	_____	Position:	_____
Company:	_____	Company:	_____
Contact Number:	_____	Contact Number:	_____

**10. Additional details regarding your application:**

Due to Work Health and Safety (WHS) requirements, it is relevant for us to ask the following questions	YES	NO
Do you have any condition that will cause you to be absent from the workplace for prolonged periods of time and / or pose significant risk to others?		
Do you have any condition that will, in any way, hinder your current or future ability to perform the position for which you have applied, for example any current back injuries?		
Are you prepared to undertake a pre-employment medical examination?		

Given the nature of the work done by the Club, it is relevant for us to know certain things about the criminal records (if applicable) of our applicants.		
Have you ever been convicted of an offence relating to theft, dishonesty or gaming?		
Do you consent to a police check?		
Have you ever been discharged from employment?		
Do you have any objection to us seeking verification & additional information in relation to any matter within this application?		
Please provide any further information that you identify as being important to this application.		

## 11. Conditions of application

- a) I understand that completion of this application may not necessarily lead to an interview
- b) I hereby declare that all the information contained in this application is true and correct to the best of my knowledge
- c) I agree that the information may be verified by a third party and / or previous reference checking with past employers
- d) I understand that employment is governed by a six month probation period and only at the successful completion of this period will the employment be confirmed
- e) I understand that false, misleading or non-disclosure may result in future disciplinary action which may include termination of employment with Kingscliff Beach Bowls Club

By ticking this box, I agree and understand the conditions of this application above.