

# Employment Application



KEMPSEY MACLEAY  
**RSL CLUB**  
STILL THE CLUB OF CHOICE



## FOR YOU INFORMATION

The information within the application will be used for recruitment processes and will be distributed to the manager, all applications will be kept confidential.

## ABOUT YOU

First Name: .....

Last Name: .....

Home Phone number: .....

Mobile Number: .....

Email Address: .....

Date of Birth: .....

Are you an Australian Citizen?  Yes  No

If no, what is your current residency status?

Temporary  Permanent

Type of Visa: .....

Expiry Date: .....

## WORK REQUEST INFORMATION

Preferred position: .....

Other positions you would consider: .....

Availability to work (please tick):

Everyday including shift work

Weekdays only

Weekends only

Day time only

Other - please specify .....

When can you start work? .....

Hours you are available? .....

## EMPLOYMENT HISTORY

Please list most recent first: *Please also attach Resume and CV.*

Dates (start and end dates)	Position Held	Organisation	Referee, position and contact number

## EDUCATION

Institution	Dates (start and finish)	Course	Level Achieved



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## CAPACITY TO WORK DECLARATION

Can you meet the requirements of start and finish times of shifts?

Yes  No

Due to Work Health and Safety requirements, do you have any conditions that will cause you to be absent from the workplace for prolonged periods of time and/or pose a significant risk to others?

Yes  No

If yes, state details: .....

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.....

.....

.....

Do you have any conditions that will, in any way, hinder your current or future ability to perform the position for which you have applied?

Yes  No

If yes, state details: .....

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## APPLICATION DECLARATION

I certify that the information supplied in my resume and within this employment application is true and correct to the best of my knowledge. I understand that false, misleading, or non-disclosure of information may result in future disciplinary action including termination of employment. I authorise for my referees that are listed on my resume to be contacted.

.....  
Signature of Applicant

.....  
Date (DD/MM/YY)

### OFFICE USE ONLY

Manager's Comments/Recommendation .....

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Resume Attached  Yes  No

Photograph Attached  Yes  No