

**8 3-01 APPLICATION FOR EMPLOYMENT**

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_

Email: \_\_\_\_\_

Position applied for: \_\_\_\_\_

Work Type:       Casual       Part-time       Full-time

I am available for shiftwork including weekends and sleepovers?  Yes  No

Are there any days/times which you are not available for shifts? \_\_\_\_\_

**MANDATORY CHECKLIST**

- I have attached a letter of application addressing criteria of the advertised position
- I have attached my resume, which includes work history, qualifications and at least two referees
- I have attached a copy of my current Drivers Licence (in colour)
- I have attached a copy of my current First Aid Certificate
- I have a current Working with Children Clearance?    WWC Number: \_\_\_\_\_
- I have attached my current National Criminal Record Check (**Please use CV Check website – cvcheck.com**)
- I have attached my Pre Employment Medical Assessment Form which has been completed by myself and a Medical Practitioner (only required if called for an interview)

**Coast Shelter has a Duty of Care to clients, staff and volunteers. The following questions relate to this Duty of Care responsibility.**

**Do you have, or have you had, any medical, including physical condition, injury or psychiatric condition, which may affect your capacity to carry out the requirements of the position being applied for, or if by carrying out the duties of the position your medical condition or health could be adversely affected?**

*You have a duty of disclosure to answer this question correctly, and failure to do so could negate any application you make for workers compensation, and/or, could result in your termination for non-disclosure.*

Yes     No    If yes, please give full details:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**I understand that appointment will include a three month probationary period and employment can be terminated during the probationary period.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_