

APPLICATION FOR EMPLOYMENT

PERSONAL DETAILS

First Name: _____ Surname: _____ D.O.B (optional) ___/___/___

Address: _____ Post Code: _____

Phone: _____ Mobile: _____

Email: _____ Place of Birth: _____

Emergency Contact: _____ Relationship to you: _____

Are you over 18 years old Yes No Are you legally entitled to work in Australia Yes No

Are you an Australian Citizen Yes No If no are you Permanent Resident* Visa or other working authority* (*proof may be required*)

Details of Visa or other Authority including expiry date: _____

Do you speak a language other than English. If yes please list: _____

Do you hold a current driver's licence Yes No Class: _____

Are you willing to work in smoking areas? Yes No

Hobbies and Interests: _____

SKILLS & QUALIFICATIONS

Have you obtained and hold a current:

RSA Certificate* Yes No Date Completed ___/___/___ Expiry Date ___/___/___

RCG Certificate* Yes No Date Completed ___/___/___ Expiry Date ___/___/___

Other Qualifications relevant to the position - Please list

(*Please provide copies with this application)

POSITION APPLIED FOR

Employment Status

Casual Full time Positions

- | | | |
|-------------------------------------|---|---|
| <input type="checkbox"/> Bar | <input type="checkbox"/> Café | <input type="checkbox"/> Function Staff |
| <input type="checkbox"/> Tray | <input type="checkbox"/> Nightly Cleaner | <input type="checkbox"/> Overnight Cleaner |
| <input type="checkbox"/> Gaming | <input type="checkbox"/> Kitchenhand | <input type="checkbox"/> Reception |
| <input type="checkbox"/> Chef | <input type="checkbox"/> Duty Manager | <input type="checkbox"/> Security <input type="checkbox"/> Concierge |
| <input type="checkbox"/> Supervisor | <input type="checkbox"/> Restaurant Staff | <input type="checkbox"/> Administration <input type="checkbox"/> Other: _____ |

If successful what date could you start ___/___/___

AVAILABILITY

Please indicate the days and times you are available and willing to work. All 3 Clubs operate 7 days a week and trade until late hours each night. The following schedule is used as part of our selection criteria and if you are successful your availability will be used to create your weekly roster. If your availability should change after your commencement date and you no longer meet the requirements of the business. Club Burwood Group may reserve the right to discontinue your employment.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
AM							
PM							

How many hours are you prepared to work each week _____

Do you require any planned leave within the next 6 months ? If so please List

Are you prepared to work?

- Weekends Public Holidays Night Work Early Mornings
 Christmas Day Anzac Day Melbourne Cup Day New Year's Eve

EDUCATION & EMPLOYMENT HISTORY

Education

School/Institution/University	From	To	Degree or Certificate obtained

Employment History

Employers Name	Employed		Position Held	Reason for Leaving
	From	To		

REQUIRED CHECKS

If this application involves working with children you will be required to provide a clearance under the new "Working with children check". Due to the nature of some positions you may be required to obtain a National Criminal History Record Certificate

REFERENCES

Do you have any objections to Club Burwood contacting your past or present employers? Yes No
 Please list at least 2 business referees. Please note these need to be previous or current Managers.

Name	Company	Telephone Number

