

## Application for employment

### Personal details

Name: \_\_\_\_\_

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

Home Phone Number: \_\_\_\_\_

Mobile Phone Number: \_\_\_\_\_

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

Position applying for: *(please tick)*

- Labourer
- Apprentice
- Foreman/ Supervisor
- Bobcat/ Excavator Driver
- Concrete Pump Operator

Days and hours available to work:

Monday:

Thursday:

Tuesday:

Friday:

Wednesday:

Saturday:

Employment desired: *(please tick)*

- Full time
- Part time
- Casual

What date are you available to start?: \_\_\_\_\_

Classification of divers licence: \_\_\_\_\_

\_\_\_\_\_

**Education/ Qualifications and training**

*Please indicate any relevant qualification obtained and any training courses attended.*

<b>Qualification</b>	<b>Date obtained/ attended</b>

**Experience and skills**

*Please list your experience and skills relevant to the position you are applying for:*

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**Employment History**

*Most recent*

Name of employer: \_\_\_\_\_

Position: \_\_\_\_\_

Date Commenced: \_\_\_\_\_

Date of leaving: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Can we contact for a reference: yes/no

Please briefly describe your responsibilities:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*Second most recent*

Name of employer: \_\_\_\_\_

Position: \_\_\_\_\_

Date Commenced: \_\_\_\_\_

Date of leaving: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Can we contact for a reference: yes/no

Please briefly describe your responsibilities:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## References

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Organisation: \_\_\_\_\_

Home phone number: \_\_\_\_\_

Mobile phone number: \_\_\_\_\_

Email (if applicable): \_\_\_\_\_

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Organisation: \_\_\_\_\_

Home phone number: \_\_\_\_\_

Mobile phone number: \_\_\_\_\_

Email (if applicable): \_\_\_\_\_

## Declaration

I declare that the information provided in the application form is accurate and I understand that false information may lead to termination of employment or withdrawal of a job offer.

Name: \_\_\_\_\_

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

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

Please upload with your resume and cover letter. Should you have any queries, please do not hesitate to contact us on 02 6778 3677.