



Retirement Villages & Residential Aged Care Facility

3 Martin Luther Place, Allambie Heights, NSW 2100 – Phone: (02) 9975 5800, Fax: (02) 9451 2017
Email: general@alhvillage.com.au – Website: www.alhvillage.com.au

APPLICATION FOR EMPLOYMENT

Position applied for: _____

PERSONAL DETAILS

Surname: Names:

Address:

Date of Birth:/...../..... Place of Birth:

Phone - Home: Mobile: E-mail:

Are you legally entitled to work in Australia? **YES** **NO**

Languages spoken fluently (*optional*)

Emergency Contact Details:

Name: Relationship:

Phone - Home: Work: Mobile:

EDUCATION/QUALIFICATIONS *(Certified copies of highest qualifications should be attached)*

Level	Institution	Standard Attained	Year
Secondary			
Apprenticeships / Certificates / Diplomas			
Tertiary			

EMPLOYMENT HISTORY *(Detail present or last position held first. You may provide a Resumé or additional information)*

1. Employer: Phone:

Position Held:

From:/...../..... To:/...../.....

Reason for Leaving Verified:

Brief details of experience:

.....

.....

2. Employer: Phone:

Position Held:

From:/...../..... To:/...../.....

Reason for Leaving Verified:

Brief details of experience:

.....

.....

REFERENCES (Attach copies of written references)

Specify details of at least 2 persons prepared to give verbal reference as to your suitability for this position (including present and past employers):

Name	Title	Telephone Number

HEALTH

The following information is confidential but you are advised that should you be employed, and subsequently it is found that you have failed to provide information or have provided false information, you may be liable to dismissal.

Do you have any physical disability or medical condition which would affect your ability to do the job for which you are applying? YES NO

If you have answered YES, please provide details:
.....
.....

Have you ever had an injury in the workplace claim? YES NO

If you have answered YES, please give details – eg when the injury occurred and the type of injury:
.....
.....

Do you have any restrictions that will prevent you from carrying out the full range of tasks associated with the position? YES NO

If you have answered YES, please provide details:
.....
.....

Will you agree to undergo a medical examination by a doctor of our choice as a prerequisite of being offered employment? YES NO

DISCLOSURE: Have you ever been charged or convicted of an offence of a nature that could relate to the duties of this position YES NO

If you have answered YES, please provide details:
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In accordance with the Aged Care Act 1997 (Amendments, 1 March 2007) you are required to complete an AFP Consent to Obtain Personal Information (Police Check). You may also be required to complete a Statutory Declaration. Withholding of information regarding criminal charges or convictions may result in dismissal without notice.

DECLARATION:

In signing this Employment Application Form I acknowledge that in doing so it does not represent any commitment by Allambie Heights Village Ltd. to offer me a contract of employment.

I declare that the information provided in this application is true and accurate to the best of my knowledge.

I understand that if I provide false, misleading or incomplete information, this may lead to dismissal.

Date: Applicant's Signature: