

EDUCATION			
	NAME & LOCATION OF SCHOOL	DEGREE/CERT. OBTAINED	MAIN COURSE OF STUDY
SECONDARY			
UNIVERSITY			
OTHER			
CERTIFICATES OBTAINED	YES	NO	DETAILS
CURRENT NSW RSA			
CURRENT NSW RCG			
OTHER			

EMPLOYMENT RECORD					
(LAST 3 EMPLOYERS OR LAST 10 YEARS. LAST EMPLOYER FIRST)					
EMPLOYER NAME AND ADDRESS	POSITION	EMPLOYED FROM TO		REASON FOR LEAVING	REFERENCE NAME, ADDRESS & TELEPHONE NO.

HOBBIES OR INTERESTS

SKILLS (CLERICAL, CHEF, STEWARD, HEAD STEWARD ETC.)		
SKILL	EXPERIENCE	REMARKS

MEDICAL

Would you be prepared to undergo a medical examination by the Club's doctor to determine your ability to carry out the full duties of the position you have applied for? YES NO

Are you aware of any condition likely to effect the full performance of your duties in employment? YES NO

If yes, please give full details (including facilities or services which could be reasonably provided to enable you to do the job).

GENERAL

	YES	NO	IF YES, GIVE DETAILS
1. Have you ever been discharged from employment because your work or conduct was not satisfactory?			
2. Have you in the last five years been convicted of any offence other than minor traffic infringements?			
3. Do you have any objection to enquiries of your present employer regarding qualifications and character?			
4. Do you have any objection to us seeking verification and additional information to any matter within this application?			
5. Do you give consent to undergo a police check?			

PROBATION

I understand and accept that as a condition precedent to my obtaining the position applied for, I shall have to undergo a probationary period of employment.

DECLARATION

I authorise the Club to obtain information from any person concerning my suitability for employment with the Club and I hereby release any such person from liability for any damage, claims, costs, expenses which may arise from the provision of such information. I further declare that the statements made by me in this application are true, complete and correct. I understand that a false or misleading answer to any question in this application will be regarded as misconduct and will be grounds for my dismissal from employment.

FOR OFFICE USE ONLY

Code: 1 Outstanding 2 Excellent 3 Good 4 Satisfactory 5 Fair 6 Poor

Interview Assessment	Code	Remarks	Code	
General Appearance				
Dress & Grooming				
Personality				
Language Command A. Self Expression B. Comprehension				
Technical Background for Position				
Attitude				
General Comments or Summary				

FIRST INTERVIEW DECISION

Further Interview _____

Unsuitable _____

Date _____ By _____

SECOND INTERVIEW DECISION

Job Offer _____

Unsuitable this area _____

Date _____ By _____

REFERENCE CHECK

Document/s Sighted: Birth Certificate Passport Other

Medical _____

JOB OFFER

Job Title: _____ Salary: _____ To Start On: _____

Job Status: Full Time: _____ Part Time: _____ Casual: _____

Date: _____ Signed: _____

Employee Number: _____ Level: _____