

Application Received Date: ____/____/____



PO Box 34, Redcliffe Q 4020

Application For Employment

Please attach a **CURRENT RESUME & CERTIFICATES** to application.

Position:

<input type="checkbox"/> Bistro	<input type="checkbox"/> Bar	<input type="checkbox"/> Reception	<input type="checkbox"/> Kitchen
<input type="checkbox"/> Café	<input type="checkbox"/> Gaming	<input type="checkbox"/> Administration	<input type="checkbox"/> Cellar
<input type="checkbox"/> The Point	<input type="checkbox"/> TAB		

Employment Type:

<input type="checkbox"/> Full Time	<input type="checkbox"/> Part Time	<input type="checkbox"/> Casual
------------------------------------	------------------------------------	---------------------------------

Availability:

<input type="checkbox"/> Everyday including split shifts	<input type="checkbox"/> Other – please specify:
	Monday _____
	Tuesday _____
	Wednesday _____
	Thursday _____
	Friday _____
	Saturday _____
	Sunday _____
	Public Holidays _____

When can you start work? _____

Do you have any Holidays or Days off required in the next 6 months? **YES / NO**
 If **YES**, please specify dates: _____

PLEASE NOTE Changes in availability will not be accepted during employment probation period (6 months).

Personal Information

First Name		Surname	
Address			
Suburb		Post Code	
Home Number		Mobile Number	
Email Address			

Are you an Australian Citizen? **YES / NO** If **NO**, What is your VISA Number? _____
 Are you legally allowed to work in Australia? **YES / NO**
 Does your visa have any work restrictions? _____

Employment History

Please list the **most recent position first.**

Business Name			
Town/Suburb		From: ___ / ___ / ___	To: ___ / ___ / ___
Position Held			
Key Duties			
Reason For Leaving			
Direct Supervisor		Contact Number	

Business Name			
Town/Suburb		From: ___ / ___ / ___	To: ___ / ___ / ___
Position Held			
Key Duties			
Reason For Leaving			
Direct Supervisor		Contact Number	

Business Name			
Town/Suburb		From: ___ / ___ / ___	To: ___ / ___ / ___
Position Held			
Key Duties			
Reason For Leaving			
Direct Supervisor		Contact Number	

We may contact referees, whose details are provided by you, as part of our standard recruitment process.

Previous Experience

- | | | | |
|--|---------------------------------|---|---|
| <input type="checkbox"/> Café | <input type="checkbox"/> Bar | <input type="checkbox"/> Gaming Attendant | <input type="checkbox"/> Reception |
| <input type="checkbox"/> Bistro | <input type="checkbox"/> TAB | <input type="checkbox"/> Gaming Cashier | <input type="checkbox"/> Administration |
| <input type="checkbox"/> Cash Register | <input type="checkbox"/> Keno | <input type="checkbox"/> Kitchen | <input type="checkbox"/> Supervisor |
| <input type="checkbox"/> Table Service | <input type="checkbox"/> Cellar | <input type="checkbox"/> Duty Manager | |

Certificates and Licences

- | | | |
|---|--|---|
| <input type="checkbox"/> RSA | <input type="checkbox"/> Senior First Aid | <input type="checkbox"/> RMLV |
| <input type="checkbox"/> RSG | <input type="checkbox"/> Forklift Licence | <input type="checkbox"/> Approved Manager |
| <input type="checkbox"/> Food Safety | <input type="checkbox"/> Hospitality Cert ____ | <input type="checkbox"/> Other _____ |

Other Skills and Achievements

Qualification	Date Completed	Name of Institution

Health and Well Being

Are there any medical issues/factors/pre-existing injuries or medical conditions that may prevent you from undertaking the inherent requirements of the role of your position? **YES / NO**

If **Yes**, Please provide details _____

Do you suffer from a medical condition/s that may require the Club to obtain special knowledge and/or training to protect your health and safety (ie. Asthma, Diabetes, Epilepsy etc.) **YES / NO**

If **Yes**, Please provide details _____

It is a requirement of your employment at the club that you provide a detailed disclosure of any pre-existing injury/injuries or medical condition/s. Failure to comply with these requirements, including making a false or misleading disclosure may result in your application for employment being rejected and/or your employment terminated.

Declaration

The REDCLIFFE RSL will only use your personal information for the purpose of assessing your application for employment. If your **application** is successful, this information will be transferred across to the HR information system. The information we collect from you will be handled sensitively and securely with proper regard for your privacy. If you do not provide some of the personal information we request when you apply for a position with REDCLIFFE RSL, we may not be able to process your application. We may contact referees, whose details are provided by you, as part of our standard recruitment process.

It is a requirement for your employment to have a **National Police Check/ VISA Check** completed. If you have a criminal history this will show up in the National Police Check or alternatively if your VISA is invalid, this also will be evidenced. You need to be aware that negative responses may impact on your application's success. It is also a requirement for ongoing employment with the club that regular National Police Checks/VISA Checks may be obtained of all employees

Completion and submission of this application form to REDCLIFFE RSL means you are aware of this requirement, you give permission to have the relevant checks carried out and you agree to sign the necessary paperwork to facilitate this occurring. Refusal to comply with this provision subsequent to engagement will be considered serious misconduct and may result in immediate termination of your employment.

- I have read the above declaration and fully understand the terms specified.
- I hereby certify that the above information is true and correct and complete to the best of my knowledge and belief and consent to the Club pursuing a National Police Check/VISA Check and employment reference checks.
- I understand that if I am employed as a Casual employee:#
 - I accept the offer knowing that there is **no firm advance commitment** as a casual employee..
 - The employer makes **no firm advance commitment** that the work will continue indefinitely with an agreed pattern of work.
 - You'll be offered work when the employer needs you to work

Applications will not be answered unless requested to attend an interview.

Signature: _____ Date: _____/_____/_____

OFFICE USE ONLY

NOTES