

APPLICATION FOR EMPLOYMENT

POSITION APPLIED FOR:

INSTRUCTIONS - USE N/A/ FOR ANY SECTION WHICH DOES NOT APPLY

- Include resume with application and where applicable attach photocopies (not originals) of educational and professional qualifications, references, first aid certificate etc.
- Applications with sections not fully completed and/or received after the closing date may be rejected.

PERSONAL DETAILS

Surname: _____ Given Names: _____ DOB: __/__/____

Address: _____

Suburb: _____ Postcode: _____

Postal Address: _____

Suburb: _____ Postcode: _____

CONTACT DETAILS

Phone No: _____ Mobile No: _____

Email: _____

CITIZENSHIP

Are you an Australian Citizen or Permanent Resident: YES NO

If No, do you hold a valid work permit:
(Please attach documentary evidence) YES NO

Are you Aboriginal or Torres Strait Islander: YES NO

APPLICANT'S STATEMENT

I understand and agree that:

- All statements in this application are to my knowledge correct and that the making of a false statement may lead to non-appointment or dismissal;
- I give consent for NovaCare Community Services Limited nominated officers to contact my referees, if I am being actively considered for employment;
- I understand that I will be required to undertake a Criminal Record Check, before commencing duties, and provide evidence of my current Drivers Licence;
- I have disclosed any health issues that may affect my ability to undertake this role.

Signature: Date:

Novacare Community Services Limited - Staff Availability

Surname :	First Name :	
Mobile Phone:	Signature :	
Maximum hours per week:	Maximum hours per day:	Date Form Completed:

WEEK ONE (Please black out the boxes below when you are **available**) Week one is PAY WEEK

	Times Available												
	7-8am	8-9am	9-10am	10-11am	11-12pm	12-1pm	1-2pm	2-3pm	3-4pm	4-5pm	5-6pm	6-7pm	7-8pm
Saturday													
Sunday													
Monday													
Tuesday													
Wednesday													
Thursday													
Friday													

WEEK TWO (Please black out the boxes below when you are **available**)

	Times Available												
	7-8am	8-9am	9-10am	10-11am	11-12pm	12-1pm	1-2pm	2-3pm	3-4pm	4-5pm	5-6pm	6-7pm	7-8pm
Saturday													
Sunday													
Monday													
Tuesday													
Wednesday													
Thursday													
Friday													