

APPLICATION FOR EMPLOYMENT



Confidential

To be completed personally by the applicant

Date:

Purpose

This information is collected for the purpose of assessing your suitability for employment which may include subsequent changes in employment within the company.

Please Print

POSITION APPLIED FOR

YOUR NAME IN BLOCK LETTERS

Mr Mrs Miss Ms

Surname

Given Names

Are You Known by any other name(s)

Give Details

.....
YOUR HOME ADDRESS AND PHONE NUMBERS

Number and Street _____

Suburb & Town _____

Home Phone number _____ Mobile _____

.....
QUALIFICATIONS

Do you have any qualifications / licenses or attended any courses in addition to those in your CV

Please describe the skills you have which are relevant to the position applied for

EMPLOYMENT HISTORY

Present or most recent Employer _____

Address _____

From (Date) _____ To (Date) _____

Position Held _____

Main Duties _____

Reason for leaving _____

Next most recent Employer _____

Address _____

From (Date) _____ To (Date) _____

Position Held _____

Main Duties _____

Reason for leaving _____

.....

If your application is successful when are you able to commence work?

Are you prepared to work flexible hours including some week end work? YES / NO

Are you prepared to handle products, and equipment used in garden retail? YES / NO

Do you have any relatives or know any person currently employed by this company? YES / NO

If Yes, Who? _____

What is your relationship with them? _____

Occupation of spouse or partner _____

What are your interests / hobbies / sports / clubs / community activities?

Are you at present receiving medical treatment or medication? YES / NO
If Yes, detail _____

Are you allergic to, or have any sensitivity to any substances or chemicals? YES / NO
If Yes, detail _____

Are you a member of a territorial force unit? _____ YES / NO

If so, have you completed whole time training? _____ YES / NO

Have you been convicted of a criminal offence? YES / NO

Are you awaiting the hearing of charges in a civil or criminal court of law? YES / NO

SIGNED _____