

## Job Application Form

|                                                     |  |
|-----------------------------------------------------|--|
| <b>Position applied for</b><br>(Please be specific) |  |
|-----------------------------------------------------|--|

### APPLICANT DETAILS

|                                                                 |                                  |                                |                                 |                                |                                                          |  |
|-----------------------------------------------------------------|----------------------------------|--------------------------------|---------------------------------|--------------------------------|----------------------------------------------------------|--|
| <b>Title</b>                                                    | Miss<br><input type="checkbox"/> | Ms<br><input type="checkbox"/> | Mrs<br><input type="checkbox"/> | Mr<br><input type="checkbox"/> | <b>Full Name</b>                                         |  |
| <b>Postal Address</b>                                           |                                  |                                |                                 |                                |                                                          |  |
| <b>Residential Address</b>                                      |                                  |                                |                                 |                                |                                                          |  |
| <b>Home No</b>                                                  |                                  | <b>Work No</b>                 |                                 | <b>Mobile No</b>               |                                                          |  |
| <b>Email Address</b>                                            |                                  |                                |                                 |                                | <b>Date of birth</b>                                     |  |
| <b>Have you attached your Resume/CV and Selection Criteria?</b> |                                  |                                |                                 |                                | Yes <input type="checkbox"/> No <input type="checkbox"/> |  |

### DRIVER LICENCE

|                                              |                                                          |                                      |                                         |                                  |                                |                                |                                |                                |                                |
|----------------------------------------------|----------------------------------------------------------|--------------------------------------|-----------------------------------------|----------------------------------|--------------------------------|--------------------------------|--------------------------------|--------------------------------|--------------------------------|
| <b>Do you have a current driver licence?</b> | Yes <input type="checkbox"/> No <input type="checkbox"/> | <b>Class</b>                         | CA<br><input type="checkbox"/>          | C<br><input type="checkbox"/>    | LR<br><input type="checkbox"/> | MR<br><input type="checkbox"/> | HR<br><input type="checkbox"/> | HC<br><input type="checkbox"/> | MC<br><input type="checkbox"/> |
| <b>Type</b>                                  | Restricted<br><input type="checkbox"/>                   | Learners<br><input type="checkbox"/> | Provisional<br><input type="checkbox"/> | Open<br><input type="checkbox"/> |                                |                                |                                |                                |                                |

### EDUCATION AND CURRENT QUALIFICATIONS

| Education / Qualification | Institution / Training Provider | Year Completed |
|---------------------------|---------------------------------|----------------|
|                           |                                 |                |
|                           |                                 |                |
|                           |                                 |                |
|                           |                                 |                |
|                           |                                 |                |
|                           |                                 |                |

### STUDY / TRAINING CURRENTLY UNDERTAKING

| Course / Program Name | Institution / Training Provider | Full-Time / Part-Time / Distance |
|-----------------------|---------------------------------|----------------------------------|
|                       |                                 |                                  |
|                       |                                 |                                  |
|                       |                                 |                                  |

### CURRENT TICKETS / LICENCES

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#### Information Privacy Act Collection Notice

North Burnett Regional Council is collecting this information in order to process your application. This information will not be disclosed to any third party without your written or verbal authorisation unless required by law.

**PREVIOUS EMPLOYMENT** (most recent first)

| Employer | Dates | Position | Reason for leaving |
|----------|-------|----------|--------------------|
|          |       |          |                    |
|          |       |          |                    |
|          |       |          |                    |
|          |       |          |                    |
|          |       |          |                    |
|          |       |          |                    |
|          |       |          |                    |

**REFEREES** (most recent first)

| Employer | Contact Name | Contact No | Position / Work Relationship |
|----------|--------------|------------|------------------------------|
|          |              |            |                              |
|          |              |            |                              |
|          |              |            |                              |
|          |              |            |                              |
|          |              |            |                              |

**Do you agree to have references contacted in relation to this application?** Yes  No

*Reference checks will be conducted legally in an ethical manner and all information derived will remain confidential.*

**WORK AVAILABILITY**

|                                                     |                                       |                                       |                                    |                                     |
|-----------------------------------------------------|---------------------------------------|---------------------------------------|------------------------------------|-------------------------------------|
| <b>When will you be available to commence work?</b> |                                       |                                       |                                    |                                     |
| <b>Availability</b>                                 | Full-Time<br><input type="checkbox"/> | Part-Time<br><input type="checkbox"/> | Casual<br><input type="checkbox"/> | Trainee<br><input type="checkbox"/> |

**HOW DID YOU FIND OUT ABOUT THIS POSITION?**

Seek  
  LG Assist  
  Facebook  
  NBRC website  
  Central & North Burnett Times  

Other (please specify): \_\_\_\_\_

**ADDITIONAL INFORMATION**

**Please provide any other information that you may identify as being relevant to this application**

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**APPLICATION DECLARATION**

**Any offer for employment will be based on the information in your written application and during the interview. In the event of this information being false or misleading your employment may be terminated. Failure to complete this form in its entirety may result in non-acceptance of your application.**

**I declare that the information I have provided in this application is true and correct.**

|                  |  |             |  |
|------------------|--|-------------|--|
| <b>Signature</b> |  | <b>Date</b> |  |
|------------------|--|-------------|--|

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