

# HRF002 Application for Employment



Position title:		Location:	
Applicant details			
Surname:		Given names:	
Residential Address:			
	Suburb:	State:	Postcode:
Postal Address:			
<input type="checkbox"/> Same as residential	Suburb:	State:	Postcode:
Mobile phone:		Home phone:	
Email address:			
Nationality:	<input type="checkbox"/> Australian citizen <input type="checkbox"/> Australian permanent resident <input type="checkbox"/> Other _____ If not an Australian resident, do you have permission to work in Australia? Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes, please attach any documentation		
Australian Business Number (ABN):			
Additional information			
Do you have any convictions or any pending police charges against you?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please provide brief details:		
Do you have a National Police Record Check?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Copy attached Please note: A satisfactory police record check is a prerequisite of all our positions.		
Do you have a current medical for the position you are applying for?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Copy attached Please note: A satisfactory medical check is a prerequisite for all our positions.		
Have you had or reported a Workers Compensation claim?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please provide brief details:		
Do you have any pre-existing injuries and/or conditions that may impact the position you are seeking?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please provide brief details:		
Work related referee details			
1. Referee name:			
Company/organisation:			
Contact number:	Work:	Mobile:	
Email address:			

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Relationship to you: (e.g. Manager)			
2. Referee name:			
Company/organisation:			
Contact number:	Work:		Mobile:
Email address:			
Relationship to you:			
Do you know any staff members at Taylored Offshore Services either present or past?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please detail the name/s of the staff member/s:		
<b>Checklist for applicant</b>			
Required documentation with this form:	<input type="checkbox"/> Covering letter <input type="checkbox"/> Resume <input type="checkbox"/> Drivers licence <input type="checkbox"/> Master/MED <input type="checkbox"/> ADAS card <input type="checkbox"/> ID - Passport/Birth certificate <input type="checkbox"/> First Aid certificate <input type="checkbox"/> CPR / O2 <input type="checkbox"/> Education or training certificates <input type="checkbox"/> National Police Check <input type="checkbox"/> Medical <input type="checkbox"/> Other Trade Certificates		
<b>Important Information</b>			
Taylored Offshore Services is collecting your personal information in accordance with the <i>Privacy Act 1988</i> (Cth) in order to ensure that all recruitment processes are dealt with on the basis of merit. The information will only be used by authorised Taylored Offshore Services staff. This will be exclusively for the purpose of assessing your skills and experience against position requirements and ensuring our records are accurate. Your information will not be given to any other person or agency unless you have given us permission, or if we are required by law to supply information.			
<b>Certification</b>			
I hereby certify that the above information is correct and complete. I agree and understand that I shall be subject to disciplinary action, including dismissal if any information I have given in this application is false or misleading, regardless of time of discovery.			
Applicant name (print):			
Signature:		Date:	
On completion of this form, with all required documents, please forward to: Email: <a href="mailto:admin@tayloredoffshore.com.au">admin@tayloredoffshore.com.au</a> Mail: PO Box 5923, Cairns QLD 4870 In person: 107 Draper Street, Portsmith, Cairns QLD 4870			