

# URBANEST JOB APPLICATION FORM



| Position Applied for: | Location Applied for |
|-----------------------|----------------------|
|                       |                      |

## PERSONAL DETAILS

|                                     |  |            |          |
|-------------------------------------|--|------------|----------|
| Name:                               |  |            |          |
| Address:                            |  |            |          |
| Telephone (Home)                    | State:   | Post Code: | (Mobile) |
| Email:                              |  |            |          |
| Type of work you are available for: | (Circle one)<br>Full-time    Part-time    Casual |            |          |

If applying for a part-time or casual position, what are your available days/times?

| Days:  | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday |
|--------|--------|---------|-----------|----------|--------|----------|--------|
| Times: |        |         |           |          |        |          |        |

Your eligibility to work in Australia (tick one):

|  |  |
|--|--|
| <input type="checkbox"/> I am a citizen    | <input type="checkbox"/> I am a permanent resident           |
| <input type="checkbox"/> I have a 457 visa | <input type="checkbox"/> I have a 417 (working holiday) visa |
| <input type="checkbox"/> I am a student    | <input type="checkbox"/> Others (provide details below)      |

|                                       |  |
|---------------------------------------|--|
| When are you available to start work? |  |
| How did you hear about the vacancy?   |  |

## EDUCATION & QUALIFICATION

| Date of Attendance | Institution Attended | Qualification Achieved |
|--------------------|----------------------|------------------------|
|                    |                      |                        |
|                    |                      |                        |
|                    |                      |                        |

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## PREVIOUS EMPLOYMENT HISTORY

| Period of Employment | Name of Employer | Position Title and Responsibilities | Reason for leaving |
|----------------------|------------------|-------------------------------------|--------------------|
|                      |                  |                                     |                    |
|                      |                  |                                     |                    |
|                      |                  |                                     |                    |

If there is insufficient space to answer, provide details under 'Additional Information' at the end of this form

## CRIMINAL HISTORY & WORKING WITH CHILDREN CHECK

Have you ever been convicted of a criminal offence, or been subject to legal proceedings regarding your conduct as an employee or in business? (please circle) Yes / No

If so, please detail the offence(s) or the nature of legal proceedings

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It is a condition of your application for employment with Urbanest that you consent to Urbanest undertaking a criminal record / history check and also a 'working with children check' (where relevant or required by law).

Do you consent to Urbanest undertaking these checks? (please circle) Yes / No

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## RELEVANT MEDICAL CONDITIONS

Do you experience any medical condition or disability that may impact you performing the requirements of the position you are applying for? (please circle) Yes / No

If so, please provide the details of the medical condition or disability.

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## REFEREE LIST

Do you agree to have referees contacted in relation to this application? (Please circle) Yes / No

Please provide contact details for at least two referees who can speak on your behalf regarding your work history. Reference checks will be conducted in an ethical manner and all information derived will remain confidential.

| Name of referee, organisation and position held | Contact telephone number | Email |
|---|--------------------------|-------|
|   |                          |       |
|   |                          |       |
|   |                          |       |

## DECLARATION

I declare that to the best of my knowledge the information given is true and correct. I understand that inaccurate, misleading or untrue statements or knowingly withheld information may result in immediate termination of employment with Urbanest. I understand that this application does not constitute an offer of employment.

Signed

Date

