

## 1. Position Details

Position Title:	Facility/Location:					
Type:	<input type="checkbox"/> Full-time	<input type="checkbox"/> Part-time	<input type="checkbox"/> Casual	<input type="checkbox"/> Temporary	<input type="checkbox"/> Any	<input type="checkbox"/> Traineeship

## 2. Personal Details

Title:	<input type="checkbox"/> Mr	<input type="checkbox"/> Ms	<input type="checkbox"/> Miss	<input type="checkbox"/> Mrs	<input type="checkbox"/> Mx
Gender:	<input type="checkbox"/> Male	<input type="checkbox"/> Female	Date of Birth (Optional):		
	<input type="checkbox"/> Non-Binary	<input type="checkbox"/> Prefer not to say			
Surname:	Given Name(s):				
Postal Address:					
Mobile Phone:	Home Phone:		Work Phone:		
Email Address:					
Current Driver's Licence(s) Held:	Expiry: (DD/M M/YY)	Do you expect it to remain valid for the foreseeable future? <input type="checkbox"/> Yes <input type="checkbox"/> No			

## 3. Citizenship/Demographic

What is your country of birth?					
Is English your first language?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	First Language: _____		
Are you of Aboriginal/Torres Strait Island descent?	<input type="checkbox"/> Yes	<input type="checkbox"/> No			
Are you an Australian Citizen?	<input type="checkbox"/> Yes (go to section 4)	<input type="checkbox"/> No			
If "NO" where do you hold citizenship?					
If "NO" do you have permanent Australian residency status?	<input type="checkbox"/> Yes (go to section 4)	<input type="checkbox"/> No			
Please provide details of your visa (Note: You will be asked to provide a copy of your visa)	<input type="checkbox"/> Holiday	<input type="checkbox"/> Student	<input type="checkbox"/> 457	<input type="checkbox"/> Other _____	
	Expiry Date:		Visa Number:		
Does your visa place any work restrictions on you?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Details/Restriction: _____		

## 4. Education and Qualification (if relevant/ required, a copy of the qualification must be submitted prior to commencement)

Highest level of education completed:			
Qualification/Degree	Institution	Graduation Date	Expiry Date

## 5. Employment History

Employment History (Start with your current or most recent employment OR attach current resume)				
Start Date	End Date	Company Name	Position	Reason for Leaving

## 6. Referees

Please provide details of **two** work referees who have recently supervised you and who can provide information relevant to the type of role for which you have applied. By completing this section, you are giving permission for the City of Karratha to contact these referees to provide information relevant to your application.

Referee Name, Position, Organisation	Working Relationship with You	Telephone Contact Details Ph: Mob:
		Email Contact Details
Referee Name, Position, Organisation	Working Relationship with You	Telephone Contact Details Ph: Mob:
		Email Contact Details

## 7. Health

Given the role for which you have applied, and having read/heard the Position Description, are there any physical or psychological concerns that could stop you from doing the job safely?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If YES, please explain		
Are you taking regular medication, prescribed or otherwise?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If YES, please explain		
Do you consent to undertaking a medical assessment if required?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

## 8. Police Clearance Certificate

Employment is subject to a satisfactory National Police Clearance Certificate issued no more than 6 months ago.

Criminal record does **not** necessarily disqualify an applicant. We only consider information related to the job for which you are applying. If rejection of your application is considered solely because of a criminal record, you will be given the opportunity to discuss the matter fully and confidentially with a senior member of staff before a decision is made.

Do you have any convictions for any offences from any court or are you currently the subject of any charge pending before any court?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are you prepared to produce a National Police Clearance Certificate within a month of accepting an offer of employment with the City of Karratha?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

## 9. Working with Children Check

Applicants applying for roles involving working with children are required to provide a recent Working with Children Check. This may include any of the following positions: (Lifeguards, Swimming Instructors, Pool Duty Managers, Aquatic Centre Managers, Crèche Coordinator, Crèche Assistant, Program Coordinator, Program Assistant, Customer Service Officer, Community Development Officer, Community Development Coordinator, Recreation Facilities Coordinator and Library Officer).

I attach a current Working with Children Check and agree to maintain a current Working With Children Check while employed with the City of Karratha	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A for my role
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## 10. Declaration

I declare that the statements I have made and the information I have given are true to the best of my knowledge and belief. I have not withheld any relevant information required by this application or made any false or misleading representation. I acknowledge that if I have knowingly or wilfully given false or misleading information or have withheld any information, it could result in 1) rejection of my application; 2) legal proceedings against me; or 3) dismissal after appointment.

I understand that appointment to the City of Karratha is conditional upon production of proof of identity, proof of residency status, and a current satisfactory National Police Clearance.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Thank you for taking the time to complete this application.**