



This form is used to gather information relevant to the application for employment at Lady Gowrie Tasmania. Applicants may be requested to provide additional information and may also be required to attend a pre employment medical examination.

Please complete the application in full and attach copy of a current resume which must include recent work history, skills and experience relating to the position being sought and details of qualifications, and any other information relevant to the application.

Please return marked 'Private and Confidential' to:  
General Manager, Finance and Business Services  
Lady Gowrie Tasmania  
PO Box 263, North Hobart, TAS 7002

Or email electronic pdf to: sharon@gowrie-tas.com.au

#### POSITION APPLIED FOR:

LOCATION:

#### PERSONAL DETAILS:

Title: Mr Mrs Miss Ms

Surname:

Given Names:

Address:

Telephone:

Mobile:

Email:

Are you an Australian citizen Yes No

Is English your first language Yes No

Languages spoken other than English:

Do you have reliable transport? Yes No

Do you have a current driver licence? Yes No

Are you in good health? Yes No

Are you aware of any injury, illness or condition that may affect your ability to perform all the duties required by this position? Yes No

If yes please give details:

#### EDUCATION DETAILS: (only complete if not in attached resume)

Tertiary Qualifications:

Year of Completion Institution

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

## APPLICATION FOR EMPLOYMENT 'CONFIDENTIAL'

#### GUIDE TO USING THE EMPLOYMENT APPLICATION FORM

1. This form is to be used by all applicants for all positions, whether permanent, part time, casual or contract
2. All questions are to be answered and each section to be completed.
3. It is important that applicants sign and date the declaration.
4. Referees will be contacted for the purpose of reference checks.
5. Applications are strictly confidential and access to information is restricted.

#### OTHER INFORMATION YOU WISH TO ADD:

(not included in your resume)

**REFEREES:** Referees are required to be current work related from a direct supervisor or manager. Please give details of two persons whom we may contact

Name:

Occupation:

Address:

Telephone:

Name:

Occupation:

Address:

Telephone:

#### DECLARATION OF APPLICANT:

I hereby authorise Lady Gowrie Tasmania to obtain references and speak to referees to verify any information relevant to this application.

I hereby certify that the information given in this application is, to the best of my knowledge and belief, true and correct and I am aware that any inaccurate or misleading statements made or information withheld may result in termination of my employment.

I understand that this document does not constitute an offer of employment.

Signature of Applicant:

Date:

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