



**APPLICATION FOR EMPLOYMENT**

**Please attach this application to your current resume**

**RECEPTION USE ONLY:**

Application received by: \_\_\_\_\_

DATE SUBMITTED: \_\_\_\_\_

POSITION(S) APPLIED FOR: \_\_\_\_\_

TYPE OF EMPLOYMENT SOUGHT: FULL-TIME / PART-TIME / CASUAL (PLEASE CIRCLE)

Were you referred by a current staff member?

Name: \_\_\_\_\_

**PERSONAL DETAILS**

GIVEN NAMES: \_\_\_\_\_ SURNAME: \_\_\_\_\_

DOB: \_\_\_\_/\_\_\_\_/\_\_\_\_

RESIDENTIAL ADDRESS: \_\_\_\_\_

\_\_\_\_\_ P/CODE: \_\_\_\_\_

MOBILE: \_\_\_\_\_ HOME PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

Are you an Australian Citizen? YES / NO (PLEASE CIRCLE)

ARE YOU LEGALLY ALLOWED TO WORK IN AUSTRALIA? YES / NO (PLEASE CIRCLE)

**PLEASE BE ADVISED:** It is a requirement for your employment to have a National Police Check completed and if you have a criminal history this will show up in this Check. You need to be aware that negative responses may impact on your application's success.

It also is a requirement for ongoing employment with the Club that regular National Police Checks may be obtained from all employees.

Completion and submission of this application form to the Redlands Sporting Club means you are aware of this requirement and will facilitate this occurring. Refusal to comply with

this provision subsequent to engagement will be considered serious misconduct and may result in immediate termination of your employment.

**AVAILABILITY**

The Redlands Sporting Club is open from 10am to midnight Sunday to Thursday and 10am to 2am Friday and Saturday. As the Community Club Industry operates on a seven day basis, you may be required to work some evenings, weekends and public holidays based on rotating rosters.

When are you able to start: \_\_\_\_\_

Are you available to work on any of the following occasions:

Public Holidays YES / NO Weekends YES / NO Evenings YES / NO and/or

Split Shifts YES / NO (PLEASE CIRCLE)

**YOUR HEALTH AND WELL BEING AND WORKERS' COMPENSATION HISTORY**

Are there any medical issues / factors / pre-existing injuries or medical conditions that may prevent you from or that might be aggravated by you carrying out the full allocated duties?

YES / NO (PLEASE CIRCLE)

If you answered yes to the above question, please provide details: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Do you suffer from a medical condition/s that may require the Club to obtain special knowledge and / or training to protect your health and safety (i.e. asthma, diabetes, etc)

YES / NO (PLEASE CIRCLE)

If you answered yes to the above question, please provide details: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

It is a requirement of your employment at the Club that you provide a detailed disclosure of any pre-existing injury / injuries or medical condition/s and your workers' compensation history. Failure to comply with these requirements including making a false or misleading disclosure may result in your application for employment being rejected and / or your employment terminated.

**EMPLOYMENT HISTORY**

A resume should be attached listing at least your last three employers, with your most recent employer first.

**EXPERIENCE**

Please tick ( v ) if you have any experience in any of the following areas:

Bar		Coffee Shop	
Cellar / Storeperson		Customer Service	
Chef		First Aid	
Cook		Functions	
Kitchen Hand		POS Systems	
Bingo		Management	
Cashier		Promotions	
Gaming		Reception	
Keno		Driving a Bus	
TAB		Administration	

**EDUCATION & TRAINING**

Do you possess any of the following Certificates?

Responsible Service of Alcohol      YES / NO (PLEASE CIRCLE)      Date obtained \_\_\_\_\_  
 Responsible Service of Gambling      YES / NO (PLEASE CIRCLE)      Date obtained \_\_\_\_\_  
 Food Hygiene Certificate      YES / NO (PLEASE CIRCLE)      Date obtained \_\_\_\_\_  
 Food Safety Supervisor Certificate      YES / NO (PLEASE CIRCLE)      Date obtained \_\_\_\_\_  
 Blue Card      YES / NO (PLEASE CIRCLE)      Date obtained \_\_\_\_\_

Please list any other qualifications you possess which are relevant to the Club and/or hospitality industry:

Qualification	Date Completed	Name of Institution

**ABOUT YOU**

Tell us why you would like to work at this Club instead of other hospitality establishments?

---

---

What makes you the best candidate for the position you applied for?

---

---

Describe a difficult customer service situation that you were faced with in a previous position and how you overcame it?

---

---

---

---

**DECLARATION**

The Redlands Sporting Club will only use your personal information for the purpose of assessing your application for employment. If your application is successful, this information will be transferred across to the HR information system. The information we collect from you will be handled sensitively and securely with proper regard for your privacy. If you do not provide some of the personal information we request when you apply for a position with the Redlands Sporting Club, we may not be able to process your application. We will contact referees, whose details are provided by you, as part of our standard recruitment process.

I have read the above declaration and fully understand the terms specified.

I hereby certify that the above information is true and correct and complete to the best of my knowledge and belief and will provide a National Police Check as required. I agree to the Club pursuing employment reference checks.

Date: \_\_\_/\_\_\_/\_\_\_

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