# Lady Elliot Island Resort Recruitment Application Form

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| **SECTION 1 – YOUR DETAILS** | | |
| Name: |  | |
| Email Address: |  | |
| Address: |  | |
|  | Postcode: |
| Phone Number: |  | Mobile Number: |
| Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ | | |
|  | | |
| What job position are you applying for? | | |
| Select what type of employment you would prefer:  Full Time Casual | | |
| Have you previously been employed at Lady Elliot Island Eco Resort?   * No * Yes. If answered yes, please advise when, in what department and the reason for leaving:   \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |

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| **SECTION 3 – QUESTIONS** | | | | | | |
| How would you describe yourself? | | | | | | |
| What work ethics do you follow? | | | | | | |
| What does teamwork mean to you? | | | | | | |
| Do you have a current drivers licence? | | | | | | |
| Do you smoke? | | | | | | |
| **SECTION 4 – RIGHT TO WORK DETAILS** | | | | | | |
| Are you an Australian or New Zealand permanent resident or citizen? | | **Yes**  Proceed to Section 8 | | | **No**  Complete this section | |
| Please note you will be required to provide proof of your residency status (Visa and Passport) if you are  successful through the interview process. Providing this information authorises the Department of Immigration  and Citizenship to release the details of your work rights status. This allows Target to ensure we comply with  Australian Visa requirements and enables you to be rostered appropriately according to your Visa type. | | | | | | |
| Please advise your current Visa? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | |
| What hours does your Visa allow you to work per week? | 0 – 10 | | 21 – 30 | 11 – 20 | | 31 + |

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| **SECTION 5 – DISCLOSURE OF PRE-EXISTING INJURY OR ILLNESS** |
| The duties which you will need to perform are set out on the position description herein.  If you have a pre-existing illness or injury which may impact on your ability to safely perform those duties, you are  requested to disclose them. Have you ever made a Work Cover claim or have any pre-existing injuries?  Yes No |
| Please disclose details of how the illness or injury might affect your ability to safely perform the duties:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| If required, do you consent to having a medical examination  to determine your capacity to safely perform the inherent Yes No requirements of the position for which you have applied for? |
| **SECTION 6 – POLICE & DRUG TEST** |
| A police check may be required for employment  *Do you consent to this?* Yes No  It is a requirement that all new employees undergo a drug test.  *Do you consent to having one?* Ye Yes No  It is a condition of your employment to have random drug testing from time to time.  *Do you consent to this?* Yes No |
| **SECTION 7 – CONSENT AND WARRANTY** |
| Personal information collected via this application will only be used for the purpose of recruitment by Lady Elliot  Island Resort.  The information you submit to us may be disclosed to referees, our team members who are involved in recruitment or support roles, security organisations, recruitment agencies and other third parties who assist us in the recruitment process.  If you choose not to provide any of the information requested, we may be unable to send you information, fully process your application or properly consider you for employment.  Any information we collect about you in future will be used and disclosed in the same manner as described above unless we tell you otherwise in advance. You may request access to personal information about you that is held by us.  **Consent and Warranty**  I consent to Lady Elliot Island Resort using and disclosing my personal information in the manner described above.  I consent to Lady Elliot Island Resort accessing my Work Cover claims history.  **I warrant that:**   * I have read and understand the above statement. * I am qualified to work in Australia, and if requested, can provide evidence of that fact (birth certificate, citizenship certificate, photo ID and/or working Visa, as appropriate) * All the information I submit (including this form and any attached resume) is true and complete. I understand that any false or misleading information I provide may lead to rejection of my application, review of any employment I accept with Lady Elliot Island Resort and potentially my dismissal from such employment. * I have disclosed all relevant information in relation to my mental and physical ability to safely carry out the inherent requirements of the position(s) for which I have applied.   Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |