

APPLICATION FOR EMPLOYMENT

This section must be completed

Position applying for:		Location Preference:	
Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Casual <input type="checkbox"/> Contract <input type="checkbox"/>			
PERSONAL DETAILS			
Title	First name/s	Surname	
Address			
Suburb			Postcode
Email		Citizenship Residency	
Phone home		Work	Mobile
Drivers Licence Number		Valid Until	
Have you ever had your Drivers Licence revoked?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes explain why			
If you were born overseas, it is a condition of employment that you produce proof of your ability to work in this Country. This could include your Passport, current work visa (where applicable) or Citizenship Certificate. Please attach a copy of this documentation with your application.			

Continue to complete this form where the information is not available on your resume or your resume is not up to date. Otherwise attach your resume. You will still need to complete the section on page 2 of this form.

EDUCATION		
(Complete for both Secondary and Tertiary – Copies of transcripts will be required)		
Institution	Date Completed	Qualifications / Level Achieved
EMPLOYMENT		
Please complete from most recent		
Dates	Employer	Brief role and responsibility

This section must be completed

Personal Skills / Attributes and Qualifications

(Please specify any professional and/or recreational skills, experience and qualifications that you believe may be beneficial to the organisation)

Tell us about your strengths

What words best describe you?

What skills and experiences can you bring to Youth Off The Streets?

What are your hobbies and interests that would be relevant to working with young people?

What languages are you able to communicate in?

Spoken			
Written			

Referees and Background checks

To ensure we provide the best possible service to our clients and the most rewarding experience for our staff, Youth off the Streets conducts background checks with referees.

Do you have any objection to our obtaining additional information to that already supplied on this form?

YES NO

Referee 1:

Name:			
Relationship:		Time known:	
Contact details:			

Referee 2:

Name:			
Relationship:		Time known:	
Contact details:			

This section must be completed

Declarations
<p><i>Under the Child Protection (Prohibited Employment) Act 1988, ALL Staff working with young people at our services will be required to consent to either or both an Australian Federal Police Check and the Working with Children check.</i></p> <p><i>You will also need to provide 100 points to validate your identity.</i></p>
Are there any factors that will affect your ability to perform the requirements of this role? <input type="checkbox"/> Yes <input type="checkbox"/> No
If YES, please give details:

To the best of my knowledge the statements I have made in this application are correct and true. I possess all qualifications that I have claimed to hold. I understand that any information that is later discovered to be incorrect may result in the termination of any agreements made and possible legal action.

Signature	Name	Date
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IT IS AN OFFENCE UNDER THE NSW CHILD PROTECTION (PROHIBITED EMPLOYMENT) ACT 1998 FOR A PERSON CONVICTED OF A SERIOUS SEX OFFENCE TO APPLY FOR THESE POSITIONS

I _____(name) give this company permission to conduct the relevant reference checks and obtain the required information from past employers and/or other relevant parties. I understand that this will be done in an ethical and legal manner and will not compromise my current employment situation.

Signature	Name	Date
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Youth Off The Streets respects your privacy. Any information you have disclosed on this form will only be used to determine your suitability for the role/s you have applied for.

All unsuccessful applications will be destroyed immediately unless you mark the box below and we will retain your application for 6 months.

Retain application form

Please mail your application to: -
 Human Resources – email: hr@youthoffthestreets.com.au or PO Box 8 Merrylands NSW 2160