

# APPLICATION FOR EMPLOYMENT

If referred by an employment agency, please provide details below.

Agency Name: \_\_\_\_\_ Agency Representative (name & contact details): \_\_\_\_\_

## PROPERTY DETAILS

- Located 10 minutes from Launceston
- Villas – 78 x 1, 2 & 3 bedroom villas (4 star)
- Entertainment & conference facilities
- 18 hole golf course
- Hotel – 88 deluxe rooms & 16 manor suites (4.5-5 star)
- 4 restaurants, 5 bars
- Many recreation activities

## PRIVATE AND CONFIDENTIAL

Please return application to 'The Recruitment Team' Country Club Tasmania PO Box 200 Launceston Tas 7250.  
 Email: [recruitment@countryclubtasmania.com.au](mailto:recruitment@countryclubtasmania.com.au) Telephone: (03) 6335 5738

Application Date: \_\_\_\_\_  
 Given Name/s: \_\_\_\_\_  
 Family Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Suburb: \_\_\_\_\_ P/Code: \_\_\_\_\_ DOB: \_\_\_\_\_  
 Contact Phone Number/s: \_\_\_\_\_

If not an Australia citizen, do you have a Visa which permits you to work?  Yes  No  
 We will need to sight this before you commence employment.

**Please Note:** Applications will be held for between 3 and 6 months & will be used only for the purposes of assessing suitability for employment. If successful with your application, this form will be retained on your personnel file.

OFFICE USE ONLY (application acknowledged, contacts with applicants, assessment results etc.)

Date	Comment

Location _____	Status: Initial Close	Database <input type="checkbox"/>	Interview <input type="checkbox"/>
	P <input type="checkbox"/> <input type="checkbox"/>	Acknowledge <input type="checkbox"/>	Health Quest <input type="checkbox"/>
Position: _____	C <input type="checkbox"/> <input type="checkbox"/>	Acknowledge EO1 <input type="checkbox"/>	Ref Check <input type="checkbox"/>
	NC <input type="checkbox"/> <input type="checkbox"/>	U/S Ad <input type="checkbox"/>	Police check <input type="checkbox"/>
		U/S Info Session <input type="checkbox"/>	License/Qual check <input type="checkbox"/>
		U/S Interview <input type="checkbox"/>	Success <input type="checkbox"/>

Type of Employment Sought:       Permanent       Part-Time       Casual

This table represents the occupations available. Please circle the dot(s), which represent the positions you are interested in:

Position	Country Club Tasmania and Villas
Apprentice chef	
Chef	
Cook	
Kitchen steward	
Bar Attendant	
Food & beverage attendant (waiting)	
Cleaner	
Housekeeper/room attendant	
Seamstress/laundry	
Greenkeeper/gardener	
Handyman	
Tradesperson	
Porter	
Reception	
Clerical/admin.	
Supervisor	
Manager	
Security	
Table gaming attendant	
Video gaming machine attendant	
Stable hand	
Store Person	

Availability:  
Please tick the boxes (or make a note) below to indicate the times you are available for work.  
Provide any explanatory notes in the space provided underneath.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Morning							
Afternoon							
Evening							

Notes on availability:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Education Details:  
List the higher levels of Education/Training you have achieved i.e. High School, Tertiary, Trade School and any other education you think relevant in support of your application (including current studies)

Name of Institution	Date (month and year)		Course and level attained
	From	To	



Should you wish to, please attach a copy of your brief resumé

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Employment Record (most recent employer first, please specify at least the month and year of employment)

Business Name \_\_\_\_\_ Business type \_\_\_\_\_  
 Employed from \_\_\_\_\_ to \_\_\_\_\_ Reason for leaving (optional) \_\_\_\_\_  
 Position/Duties \_\_\_\_\_

Business Name \_\_\_\_\_ Business type \_\_\_\_\_  
 Employed from \_\_\_\_\_ to \_\_\_\_\_ Reason for leaving (optional) \_\_\_\_\_  
 Position/Duties \_\_\_\_\_

Business Name \_\_\_\_\_ Business type \_\_\_\_\_  
 Employed from \_\_\_\_\_ to \_\_\_\_\_ Reason for leaving (optional) \_\_\_\_\_  
 Position/Duties \_\_\_\_\_

Business Name \_\_\_\_\_ Business type \_\_\_\_\_  
 Employed from \_\_\_\_\_ to \_\_\_\_\_ Reason for leaving (optional) \_\_\_\_\_  
 Position/Duties \_\_\_\_\_

Have you previously worked for a Federal Group property?     Yes     No  
 If yes, please indicate which property & the dates of employment: \_\_\_\_\_

Have (or have you previously suffered from) any injury, illness or incapacity which may restrict your ability to undertake the work for which you have applied?     Yes     No  
 If yes, please provide brief details: \_\_\_\_\_

Referees  
 List persons who can provide information regarding your ability to successfully perform the position applied for:

Name	Organisation	Position	Years Known	Daytime Phone number

Declaration:  
 I declare that all information supplied by me in this application is true and that I have not wilfully suppressed any material fact. If I am successful in winning a position and it is subsequently discovered that I have made a false declaration and/or suppressed a material fact my Contract of Employment may be terminated without notice.

I authorise the company to verify my previous employment, including the quality of my work.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Licensed Positions

In the event that you apply for a position, now or in the future, that requires you to hold a licence under the Gaming Control Act 1993 – we draw to your attention the following:

Past convictions and associated events/issues may affect your success in obtaining that licence and/or being appointed to that position.

IMPORTANT NOTE: Federal Group may request successful applicants to provide details of police records.