

# EMPLOYMENT APPLICATION FORM

mantra  
at sharks

Thank you for your interest in gaining employment with Southport Australian Rules Football Club – **an equal opportunity employer**. Please complete ALL sections of the form and provide as much information as possible.

**NOTE: SUCCESSFUL APPLICANTS ONLY WILL BE CONTACTED.**



All documentation submitted in relation to an application for employment remains the property of the Southport Australian Rules Football Club.

## PERSONAL DETAILS

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Address: \_\_\_\_\_ Are you over 18 years of age?  Yes  No

Suburb: \_\_\_\_\_ PC: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ (optional)

Home Phone: \_\_\_\_\_ Mobile Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Emergency Contact: Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Relationship: \_\_\_\_\_

Are you an Australian Citizen?  Yes  No

If "NO", indicate Visa type:  Student  Working Holiday  Other \_\_\_\_\_

Expiry Date: \_\_\_\_\_

Are you fluent in any other language/s besides English? If so, which language/s: \_\_\_\_\_

## EMPLOYMENT

Preferred Work Option:  Full Time  Part Time  Casual

Position/Areas of the Sharks that you wish to apply for:

Bar Attendant  Receptionist  Housekeeping  Fitness Centre

Food & Beverage Attendant  Chef  Kitchenhand  Events Centre

Gaming Attendant  Administration  Other: \_\_\_\_\_

Are you a previous employee of Southport Australian Rules Football Club?  Yes  No

## AVAILABILITY

Please complete the following table with the times and day that you are available to work.

	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
Earliest available start time							
Latest available finish time							

How many hours are you seeking per week? \_\_\_\_\_

What is your availability to commence? \_\_\_\_\_

Do you have your own reliable transport?  Yes  No

Are you willing to work in other departments, if required?  Yes  No

Are you prepared to work Christmas Day & New Year's Eve, if required?  Yes  No

Do you have any planned holidays or require a specific period of time off within the next six months? Details: \_\_\_\_\_  Yes  No

## EMPLOYMENT HISTORY

**\*\*Not required if current resume is attached\*\***

Please list most recent position first:

Period of Employment	Name of Employer	Position Held and Description of Duties	Reason for Leaving
From: To:			
From: To:			
From: To:			

## REFERENCES

**\*\*Not required if current resume is attached\*\***

Please provide the names of three (3) referees who may be contacted regarding your past employment:

Name	Company	Position	Telephone Number
1.			
2.			
3.			

## EDUCATION HISTORY

**\*\*Not required if current resume is attached\*\***

Please list most recent studies first:

Name of Course	Name of Institution	Date Completed

## OTHER

**Have you obtained and have copies of the following certificates/licences:**

(NB: You must have a current RSA and RSG to work at Southport Sharks)

- Responsible Service of Alcohol (Qld)  
 Responsible Gambling Services (Qld)  
 Senior First Aid Certificate      Expiry Date: \_\_\_\_\_  
 CPR Certificate      Expiry Date: \_\_\_\_\_  
 Police Check (Qld)      Expiry Date: \_\_\_\_\_  
 Blue Card      Expiry Date: \_\_\_\_\_

**Have you have previous work experience within the following areas:**

- Keno      # \_\_\_\_\_ years of experience  
 TAB      # \_\_\_\_\_ years of experience

## CAPACITY TO WORK DECLARATION

- Do you have the legal right to work in Australia?  Yes  No
- Can you meet the requirements of start and finish times of shifts?  Yes  No
- If seeking casual employment, can you be on call to commence shifts on short notice should the need arise?  Yes  No
- Do you consent to Southport Australian Rules Football Club contacting your referees and collecting relevant information in relation to this application?  Yes  No
- Due to Occupational Health and Safety requirements, do you have any condition that will cause you to be absent from the workplace for prolonged periods of time and/or pose a significant risk to others?  Yes  No  
If yes, state details: \_\_\_\_\_
- Do you have any pre-existing injury or medical condition that may be aggravated by the duties required by the position that you are applying for?  Yes  No  
If yes, state details: \_\_\_\_\_
- Employees must be able to fulfil that position of trust. Therefore, please list any convictions for criminal offences that do not fall into the following categories:
  - The conviction is spent. That is, it has been 10 years since the date of conviction (5 years for juvenile convictions) and the sentence was a bond, fine, community service or prison sentence of not more than 30 months and there has not been a subsequent conviction OR
  - The conviction was quashed. That is, set aside by the court OR
  - The conviction was pardoned. That is, set aside by the court because wrongly convicted.Please provide details here: \_\_\_\_\_
- Southport Australian Rules Football Club is proactive in mitigating the possibility of money terrorism laundering and/or financing. Do you have any objection in having a police check completed?  Yes  No

## CONDITIONS OF EMPLOYMENT

- Potential candidates are required to provide proof of identity via photo ID (e.g. current passport, drivers licence).
- Employment is governed by a six month minimum employment period in accordance with the Fair Work Act 2009, and only at the successful completion of this period will the employee's employment be confirmed.
- Southport Australian Rules Football Club has a strict grooming and personal presentation standard. This will be discussed at your interview and again at your induction. Every employee will be issued with the full Team Member Handbook, which includes information on Grooming and Presentation Standards on commencement.
- Your current and ongoing availability in your application will be one of the determining factors for your employment opportunity with Southport Australian Rules Football Club. Should you be successful in gaining a position and your availability changes after your commencement, your employment may not be continued. We will take into consideration study schedules and family requirements.

## APPLICANT DECLARATION

I certify that the information supplied in my resume and within this Employment Application is true and correct to the best of my knowledge. I understand that false, misleading or non-disclosure of information may result in future disciplinary action including termination of employment with Southport Australian Rules Football Club.

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

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

Thank you for providing us with your personal information. Your personal information is collected and kept on file for a maximum of three (3) months and where necessary will be used for reference checks and assessment for suitability for employment with Southport Australian Rules Football Club. Personal information is protected from misuse, unauthorised access, and/or disclosure. You have the right to access your personal information on request. If you would like further information on the Club's privacy practices, or on how to access your personal information, you may request a copy of our Privacy Statement from our Privacy Officer by telephoning the club on (07) 5532 1155 or by email to [privacy@southportsharks.com.au](mailto:privacy@southportsharks.com.au)