**Once complete email to info@corestaff.com.au**

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| --- | --- | --- | --- | --- | --- | --- |
| **PERSONAL DETAILS** | | | | **FT360 No. (office use only)** |  |  |
| **First Name** | |  | | | | |
| Middle Name | |  | | | | |
| **Surname** | |  | | | | |
| Preferred Name | |  | | | | |
| **Salutation** | | Ms/ Miss/ Mrs/ Mx/ Mr | | **Date of Birth** | / / | |
|  |  | | | | | |
| **Mobile Phone No.** | |  | | **Home or alt. No.** |  | |
| **Email Address** | |  |  | | | |
|  | |  |  | | | |
| **Residential Address** (line1) | |  | | | | |
| Address (line 2) | |  | | | | |
| **Suburb** | |  | | | | |
| **State** | |  | | **Postcode** |  | |
| **Postal Address** | | Same as the above | | | | |
| Address (line 1) | |  | | | | |
| Address (line 2) | |  | | | | |
| **Suburb** | |  | | | | |
| **State** | |  | | **Postcode** |  | |

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| **QUESTIONNAIRE** | | | |
| What type of work are you looking for? | | | |
| What is your hourly pay expectation? | | | |
| When are you available to start? |  | Do you have a car? | YES /NO |
| Do you have a current driver’s licence? | YES / NO | What type of licence do you hold? (Learners, HR etc) |  |
| List any other licences and tickets you hold? (e.g. white card, forklift ticket, working at heights etc) | | | |
| List any qualifications you have? (e.g. year 12, VET courses, trade certificate etc) | | | |
| List your skills and experiences? | | | |
| List any current or past injuries and/or health issues | | | |

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| **WORK HISTORY** | | | | | |
| **Please attach your resume or complete the below information** | | | | | |
| 1. Company Name |  | | Position |  | |
| Employment period | from \_\_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | |
| Duties and & responsibilities |  | | | | |
| Reason for leaving |  | | | | |
| Company contact name |  | | | | |
| Contact position |  | Contact phone number | | |  |
|  | | | | | |
| 1. Company Name |  | | Position |  | |
| Employment period | from \_\_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | |
| Duties and & responsibilities |  | | | | |
| Reason for leaving |  | | | | |
| Company contact name |  | | | | |
| Contact position |  | Contact phone number | | |  |
|  | | | | | |
| 1. Company Name |  | | Position |  | |
| Employment period | from \_\_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | |
| Duties and & responsibilities |  | | | | |
| Reason for leaving |  | | | | |
| Company contact name |  | | | | |
| Contact position |  | Contact phone number | | |  |
|  | | | | | |
| 1. Company Name |  | | Position |  | |
| Employment period | from \_\_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | |
| Duties and & responsibilities |  | | | | |
| Reason for leaving |  | | | | |
| Company contact name |  | | | | |
| Contact position |  | Contact phone number | | |  |

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| --- | --- |
| **Do you identify as Aboriginal and/or Torres Strait Islander?** | ☐ Yes ☐ No ☐ Prefer not to disclose |

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| **JOB SERVICE PROVIDER DETAILS** (If applicable) | | | |
| Are you registered with a Job Services Australia Provider? | | Yes  No  If yes please complete the details below | |
| **Provider Name** |  | | |
| **Location** |  | **Jobseeker ID** |  |

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| **ELIGIBILITY TO WORK IN AUSTRALIA** | | | | |
| **Are you an Australian Citizen / Permanent Resident?** | | | Yes  No | |
| **If you answered YES to the above we will require a copy of one of the documents listed below on recruitment:**  Australian Birth Certificate  Passport  Australian Citizen Certificate  Certificate of Evidence of Citizenship | | | **If you answered NO to the above we need to sight your passport.**  **Do you have a current and valid working VISA?**  Yes  No  If you answered YES please complete the below VISA details | |
| **VISA DETAILS** | | | | |
| **Passport Number** |  | **Country of Issue** | |  |
| **Type of VISA ( subclass Number)** |  | | | |
| **Date of VISA expiry** |  | | | |

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| **PRIVACY** | | | | |
| CoreStaff is committed to respecting your privacy and we understand how important it is to protect an individual’s personal data and apply high ethical and regulatory standards to the processing of such data.  CoreStaff’s Privacy Policy outlines in full the information we keep and the purposes in which we keep your information.  All information is kept securely, and it is your choice whether to accept or not accept the collection and use of your information below.  A copy of CoreStaff’s Privacy Policy is available on our website [www.corestaff.com.au](http://www.corestaff.com.au)  If you need assistance to understand this information, please do not hesitate to ask. | | | | |
| **CANDIDATE CONSENT & DECLARATION** | | | | |
| ☐ Yes ☐ No | I consent to CoreStaff collecting and using my information as outlined in the Privacy Statement. | | | |
| * I declare that to the best of my knowledge all the information I have provided is correct. * I understand that I am required to disclose if a pre-existing injury could reasonably be expected to be aggravated by the nature of the work. * I understand that if I fail to disclose any pre-existing injury or condition, I may not be entitled to worker’s compensation for any event that aggravates the non-disclosed pre-existing injury or condition. * I understand that if I supply false or misleading information and I am unable to perform the role, my employment may be terminated. | | | | |
| **Candidate Name** | |  | | |
| **Candidate Signature** | |  | **Date** |  |