



7 Reid Street, Wodonga VIC 3690 PH: 02 6056 2494

Your privacy is important to us: Border Cleaning collects personal information for the purposes of processing and considering your application for employment. We will use the information we collect from you only for this purpose and will not disclose personal information unless authorised by you or as permitted or required by law. Failure to provide some or all of the information requested may result in your application not being progressed.

We may disclose personal information contained in your application to nominated referees in order to verify statements contained in your application. Sensitive and health information is only collected and disclosed with your consent. Your information is always treated as confidential.

POSITION AND AVAILABILITY

Position applied for:

Full Time Part time Casual Weekdays Weekends

Please indicate the time and days during which you are available to work:

	MON	TUES	WED	THURS	FRID	SAT	SUN
START							
FINISH							

Date of application: _____ Available to Commence: _____

PERSONAL DETAILS

Surname/Family Name: _____ Given Name(s): _____

Date of Birth: _____ What is your country of birth? _____

Residential address: _____

Suburb: _____ State _____ Postcode: _____

Phone number (H): _____ (Mob): _____

Email Address: _____



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CERTIFICATION	Yes or No	Expiry Date	Office Use Only
Driving Licence			sighted/not sighted
Police Check			sighted/not sighted
Working with Children			sighted/not sighted
White Card			sighted/not sighted
First Aid Certificate			sighted/not sighted
Work, Health Safety Certificates			sighted/not sighted

EDUCATION

High School Name & Address:	From	To	Level Completed.	
Higher Education (University/TAFE/College)	From	To	Study subjects	Qualifications

PREVIOUS EMPLOYMENT (Begin With the most recent)

Company		Phone	
Address			
Job Title		Start Date	Finish Date
Describe Duties & Responsibilities:			
Reason(s) for leaving/wanting to leave:			
Referee Name	Referee Position	Phone Number	



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Company			Phone
Address			
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