

APPLICATION FOR EMPLOYMENT

The information given in this application is **CONFIDENTIAL**
and will not be disclosed without your permission.

Position applied for:

PERSONAL DETAILS

Title: Mr / Mrs / Miss / Ms

Surname: _____

First Name: _____

Address: _____

Phone: _____ (Home) _____ (Work) _____
(Mobile)

Have you ever used or been known under a different name than above? If so, please provide details:-

EMPLOYMENT DETAILS

Are you employed now?: Yes No

If yes, fill in Current Employment section

CURRENT EMPLOYMENT

Employer: _____

Position: _____

Employment Status: Fulltime Part-time Casual Other, specify

Period of Employment: _____

Reason for Leaving: _____

EMPLOYMENT HISTORY (Start with most recent)

Job 1:

Employer: _____

Address: _____

Phone: _____

Employed (month and year):

From: / / To: / /

Salary:

Start: _____ Last: _____

Name of Supervisor and Title: _____

State Job Title and Describe your work: _____

Reason for Leaving: _____

Job 2:

Employer: _____

Address: _____

Phone: _____

Employed (month and year):

From: / / To: / /

Salary:

Start: _____ Last: _____

Name of Supervisor and Title: _____

State Job Title and Describe your work: _____

Reason for Leaving: _____

Job 3:

Employer: _____

Address: _____

Phone: _____

Employed (month and year):

From: / / To: / /

Salary:

Start: _____ Last: _____

Name of Supervisor and Title: _____

State Job Title and Describe your work: _____

Reason for Leaving: _____

COMPANY/BUSINESS DETAILS

Company/Business Name: _____

ACN _____

ABN _____

Other Trading Names: _____

Nature of Business: _____

Number of Sub Contractors engaged _____

Private Agent's Firm Number: _____

Public Liability/Professional Indemnity Insurance: (Yes/No)

Insurer: _____

Amount: _____

Type: _____

Attach a Certificate of Currency

List Directors/Partners/Shareholders: _____

History of Operation: _____

SECONDARY/TERTIARY EDUCATION (Start with most recent)

Period	School/University Attended	Levels passed or Qualifications held

LICENCES

Please fill in all licences and tickets currently held by you:

Drivers Licence

Drivers Licence No: _____

State of Issue: _____

Expiration Date: _____

Has your licence ever been suspended or revoked? Yes No

If yes, please explain: _____

Investigation Licence

Licence No: _____

State of Issue: _____

Expiration Date: _____

Has your licence ever been suspended or revoked? Yes No

If yes, please explain: _____

Other Relevant Licences

Name of Licence: _____

Licence No: _____

Expiration Date: _____

(Please provide electronic and hard copies of licences held.)

Have you ever been named in any Royal Commission or Government/Judicial Inquiry? Yes
 No

If yes, please explain: _____

Have you ever had your Private Agent's licence suspended or cancelled in any State of the Commonwealth? Yes No

If yes, please explain: _____

Have you ever been brought before a tribunal or hearing of the Private Agent's Registrar or other Government body to show cause in any matter? Yes No

If yes, please explain: _____

Have you ever suffered any injury or been affected by any medical condition that could impact on your ability to carry out the job? Yes No

If yes, provide full details: _____

Have you ever been convicted of any offence? Yes No

If yes, please explain: _____

Can you perform the essential functions of the job? Yes No

If yes, please explain: _____

Have you ever suffered any injury or been affected by any medical condition that could impact on your ability to carry out the job? Yes No

If yes, provide full details: _____

Have you ever made any claim for compensation against any employer, insurer or third party for personal injuries or property damage? Yes No

If yes, please explain: _____

Persons to be notified in case of emergency:

Name: _____

Relationship: _____

Address: _____

Phone: _____

EMPLOYMENT REFEREES

Please list 2 persons whom we may speak with regarding your application:

Name	Occupation	Relationship to Applicant	Contact phone number

DECLARATION

LKA Group is an equal opportunity employer. Race, colour, religion, sex and national origin, or any other basis protected by statute, are not factors in employment, promotion or compensation.

- A) As an applicant seeking a position with LKA Group, I have been asked to provide information for use in reviewing my background and qualification, I hereby authorise LKA Group to request all records they deem necessary; which may include, Motor vehicle Reports, Criminal History Checks, and any other records that may be specific to the job for which I am applying.
- B) I also agree to complete and sign any other relevant forms, including a consent to release my police records if require by LKA Group.
- C) I understand that this employment application and/or any other documents are not a promise of employment. I further understand and agree that, if employed, my employment is for no definite period and may, regardless of the date of payment of wages or salary, be terminated for any reason and at any time without previous notice.
- D) I certify that all statements made by me on this application are true and complete to the best of my knowledge, and that I have withheld nothing which, if disclosed, would affect this application unfavourably.
- E) I hereby acknowledge that I have read and understand the above statements.

Signature of Applicant

Date

If you have an existing Resume can you please attach a copy to this application