



Neptune Corporation Pty Ltd  
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## Application for Temporary Employment - 2

Surname: \_\_\_\_\_ Given Name(s): \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Best Contact Ph. Number(s) \_\_\_\_\_

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

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

Citizenship Status: \_\_\_\_\_

If not an Australian Citizen, do you have a Work Visa? Yes/No *(please circle)*  
*(Please provide evidence – copy of Visa, etc)*

Position/s Applied For: \_\_\_\_\_

Do you have a current New South Wales driver's licence? Yes/No *(please circle)*

Class: \_\_\_\_\_ License No.: \_\_\_\_\_ Expiry Date: \_\_\_\_\_

Current Points: \_\_\_\_\_

Have you previously been employed in Local Government? Yes/No *(please circle)*

If "Yes" which Councils? \_\_\_\_\_  
*(Provide further details in employment history)*

When would you be able to start work? \_\_\_\_\_

Qualifications:

\_\_\_\_\_

Do you have any other skills or experience which you feel should be brought to our attention?

\_\_\_\_\_

\_\_\_\_\_

Computer Skills: *(please state level of competency)*

Typing speed wpm \_\_\_\_\_

Word \_\_\_\_\_

Excel \_\_\_\_\_

Powerpoint \_\_\_\_\_

Please list any other computer software previously used in Local Government: \_\_\_\_\_

\_\_\_\_\_

## *People who know Local Government*

### **Health**

Are you currently receiving any medical treatment?      Yes/No

Please circle 'Yes' or 'No' to indicate whether or not you have suffered, or are currently suffering from any of the following...

Hearing Loss/Impairment	Yes/No	Alcohol or Drug Addiction	Yes/No
Problems Ear, Nose or Throat	Yes/No	Eyesight deficiency	Yes/No
Shoulder/Back/Neck/ Injury/Whiplash	Yes/No	Stomach Pain or Ulcers	Yes/No
Ankle/Knee/Wrist/Elbow Sprain	Yes/No	Insomnia	Yes/No
Epilepsy	Yes/No	Dizziness/Blackouts	Yes/No
Repetitive Strain Injury (RSI)	Yes/No	Mental Illness/Nervous Disorder	Yes/No
Heart or Blood Pressure problems	Yes/No	Skin Disorders/Dermatitis/Eczema	Yes/No
Hernia	Yes/No	Allergies/Asthma	Yes/No
Other ( <i>Please specify</i> )_____			

*If any*, please state whether or not your health condition prevents you from carrying out any particular duty in the work place?

\_\_\_\_\_

### **Worker's Compensation**

Have you been on Worker's Compensation?      Yes/No

Please state the nature and time period of any Worker's Compensation injury.

\_\_\_\_\_

### **Next of Kin - Person to contact in case of a workplace emergency**

Name \_\_\_\_\_ Address \_\_\_\_\_

Telephone Number \_\_\_\_\_ Relationship \_\_\_\_\_

### **Criminal Convictions**

Have you ever been convicted of any criminal offence in any court or are you currently the subject of a charge pending before any criminal court?      Yes/No

If 'Yes', please state the nature of the conviction or charge

\_\_\_\_\_

**Please Note:** Applicants who have a record of conviction are invited to discuss their situation with the interviewer.

A criminal conviction may not be a barrier to employment.

## *People who know Local Government*

### Referees

Please provide details of 2 people who can be approached for a reference. These should include your most recent employer. *(Please do not include friends or relatives.)*

References may be sought prior to employment only. If you would like to be notified before we contact a given referee please place an 'X' in the box before the name of the referee.

<input type="checkbox"/>	Name _____	Position Title _____
	Company _____	Contact No. _____
<input type="checkbox"/>	Name _____	Position Title _____
	Company _____	Contact No. _____

### Declaration

1. I am an Australian Resident and/or hold a Visa permitting me to work.  
*Please complete if Visa holder.*  
Passport Number \_\_\_\_\_ Work Permit Number \_\_\_\_\_  
**For Office Use (Evidence Sighted )**
2. I understand that while in the employ of Local Government Appointments, any offer of temporary or permanent work will be directed to the agency. Should I be offered further work it is important that I direct the employer's request to a Local Government Appointments Consultant as soon as possible.
3. I consent for Local Government Appointments to disclose my name and employment details to prospective employers and those who may be seeking workers; it being noted that in future cases, verbal permission will be sought in order to forward these details to prospective employers .
4. I consent for Local Government Appointments to contact my referees in order to verify information provided by me for employment and work performance and disclose these details to prospective employers.
5. I consent for Local Government Appointments to verify information provided by me for employment screening purposes and to conduct enquiries as may be necessary, at the Company's discretion.
6. I hereby declare that I am not receiving any payment/treatment associated with any existing workers' compensation claim.
7. I consent to Local Government Appointments contacting me on the phone numbers provided by me on weekdays before 9.00am or after 8.30pm; on Saturdays before 9.00am or after 5.00pm; and any time on Sundays or a nationally recognised public holiday; for the purpose of presenting me with information on potential employment and work opportunities and any purpose that may be ancillary to the provision of such employment and recruitment services.
8. I hereby declare that the information contained in this application is true and correct and understand that any misrepresentation of facts in my application could be cause for termination of employment.

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