**A picture containing text

Description automatically generated** CASUAL EMPLOYMENT: APPLICATION

# personal details

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Surname** | | Enter surname | **First Name** | Enter first name |
| **Address** | | Enter address | | |
| **Suburb** | | Enter suburb | **Postcode** | Enter postcode |
| **Contact Telephone** | | Enter telephone | | |
| **Email** | | Enter email address | | |
| **Age** | | Choose an item. | | |
| **Position/s Applying for** (can select multiple) | | | **Venue/s Applying for** (can select multiple) | |
| Staging  Audio  Audio Visual  Lighting  Admin | Food & Beverage  Front of House  Stagedoor Keeper  Cleaning & Upkeep  Ticketing | | All Metropolitan  Albany Entertainment Centre | |

# certificates / tickets (White Card / RSA)

|  |  |  |  |
| --- | --- | --- | --- |
| **COURSE** | **YEAR TAKEN** | **QUALIFICATION / TICKET** | **VALID UNTIL (IF APPLICABLE)** |
| Enter text. | Enter YYYY | Enter text. | Enter a date |
| Enter text. | Enter YYYY | Enter text. | Enter a date |
| Enter text. | Enter YYYY | Enter text. | Enter a date |

# AVAILABILITY FOR WORK

|  |  |
| --- | --- |
| **DAY** | **DAYTIME / EVENING / BOTH** |
| **Monday** | Choose an item. |
| **Tuesday** | Choose an item. |
| **Wednesday** | Choose an item. |
| **Thursday** | Choose an item. |
| **Friday** | Choose an item. |
| **Saturday** | Choose an item. |
| **Sunday** | Choose an item. |

# working rights

|  |  |  |  |
| --- | --- | --- | --- |
| **Are you an Australian Permanent Resident?** | | Yes | No |
| **If NO to the above, do you have a current Work Visa?** | | Yes | No |
| **If YES** You will be required to show evidence of **Australian Working Rights** including a copy of your work visa along with copies of your entry visa and passport information page if you are successful in being offered a position with Arts and Culture Trust (ACT).  **Photo ID and documents to prove Working Rights in Australia. Please bring the original documents and a copy to your interview.**  ACT will check your work status with the Department of Immigration and Border Protection Online services before employment can commence. | | | |
| PHOTO ID DOCUMENT tYPEs | WORKING RIGHTS DOCUMENT types | | |
| Driver’s Licence  Australian Passport  International Passport | Australian Birth Certificate  Australian Citizenship Certificate  Australian Passport  International Passport + (current valid Australian visa) | | |
| *\* NOTE: If there is an issue providing these documents please contact employment@artsculturetrust.wa.gov.au* | | | |

# Previous / current employment

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Have you previously been employed by the WA Public Sector?** | | | | Select |
| **Have you ever received a voluntary severance from the WA Public Sector?** | | | | Select |
| **If YES, what is your re-entry date on your deed of severance** | | | | Enter a date |
| **Are you currently employed?** | | | | Select |
| **Position** | Enter position | **Employment basis** | Select employment basis | |

# REFEREE (This is Mandatory)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **REFEREE** | | | | | |
| **Name** | Enter name and surname | | **Telephone** | | Enter telephone number |
| **Email** | Enter email address | | | | |
| **Position** | Enter position | **Company** | | Enter company | |
| **Relationship** | Enter relationship | | | | |

# health

|  |  |  |
| --- | --- | --- |
| The position for which you are applying may require you to be involved in such activities as the supervision of evacuating patrons in an emergency situation, and other physically strenuous activities such as climbing stairs, assisting disabled persons and lifting. | | |
| To the best of your knowledge and belief are there any physical or health reasons which may prevent you from doing this type of work? | Yes | No |
| If **YES**, please provide details Enter text. | | |

# DISABILITY

|  |  |  |
| --- | --- | --- |
| A disability or injury is **NOT** a barrier to the consideration of your employment. | | |
| However, to assist in assessing opportunities for your placement in appropriate employment, please indicate whether you have a disability or injury likely to affect your work performance or which could reoccur or be aggravated by the type of work for which you are applying. | Yes | No |
| If **YES**, please provide details Enter text. | | |
| Please note that non-disclosure of such matters may have an adverse effect on your employment if discovered at a later time. The Department and the Arts and Culture Trust is an equal opportunity employer and efforts will be made, where appropriate, to accommodate special needs.  **NB: Section 79 of the Workers Compensation and Rehabilitation Act 1981 states:**  *Where it is proved that the worker has, at the time of seeking or entering employment in respect of which they claim compensation for a disability, wilfully and falsely represents themselves as not having previously suffered from the disability a dispute resolution body may in its discretion refuse to award compensation which otherwise would be payable.* | | |

# CONVICTIONS

|  |  |  |
| --- | --- | --- |
| The position for which you are applying is one of trust, which may involve dealing with money, equipment, supervision of children and patrons belongings. For this reason, you will be required to provide a satisfactory National Police Clearance (less than 6 months old) Certificate. | | |
| Have you ever been convicted of any offence in any court (excluding speeding or parking fines) within the last ten years, or are you currently the subject of any charge pending before the court? | Yes | No |
| If **YES**, please provide details Enter text. | | |
| Please note that a criminal record does not necessarily disqualify an applicant. If rejection of your application is considered solely because of a criminal record, you will be given the opportunity to discuss the matter fully before a final decision is made. | | |

# Declaration

|  |  |  |  |
| --- | --- | --- | --- |
| I declare the above statements to be true and correct. I acknowledge that any statement which is found to be false or deliberately misleading may, if employed, make me liable for instant dismissal.  I authorise Arts and Culture Trust to contact my referees. | | | |
| **Name** | Enter name. | | |
| **Signature** | Enter text. | **Date** | Enter a date. |