

BIZLINK

APPLICANT and EMPLOYEE DETAILS

- Applicants and Employees are considered for employment and promotion without regard to race, age, sex, sexual orientation, gender history, marital status, family status and responsibility, political and religious conviction, disability, illness or pregnancy.
- BIZLINK is a Child Safe organization. Applicants and Employees must provide a Working with Children Check (if required for the position), NDIS Check and Police Check as required.
- COVID Vaccine Mandate. BIZLINK employees must provide a COVID Vaccination Certificate.
- BIZLINK is an equal opportunity employer, we welcome applicants with disability, Aboriginal and Torres Strait Islanders and people from culturally diverse backgrounds.
- This form can be typed in or printed and handwritten and must be completed if shortlisted for an interview and kept up to date when employed. Email to hr@bizlink.asn.au

POSITION DETAILS	
Position Title:	
Start Date:	
Employment Basis: Full-time Part-time Casual Volunteer	
Location (Primary Site):	
PERSONAL DETAILS	
Name:	
Address:	
Home Phone:	Mobile:
Gender (optional): Male Female Indeterminate / Intersex / Unspecified	
Date of Birth (optional):	
Right to Work in Australia (must be able to provide evidence):	
Country of Birth:	
Australian Citizen Permanent resident of Australia Valid visa with work permission	
Any details:	
Equal Employment Opportunity, for our inclusion targets (optional):	
Culturally & Linguistically Diverse Indigenous Disability	
Disability, injury or health condition are not a barrier to employment. To make reasonable adjustments, please advise if you have a disability, injury, health condition and / or take medication that may affect your ability to perform the requirements of the position. If yes, please provide details (optional*): Yes No	
<i>* Note: any pre-existing disability, injury or health condition that may affect your ability to perform the typical duties of the position that you don't disclose, might affect future workers' compensation claims.</i>	
DRIVER'S LICENCE (only complete if the role requires a current licence)	
Do you have a current driver's licence: Yes No Not applicable for the role	
Licence Number:	State:

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Expiry Date:	Class:	
Driving Convictions (not infringements): Yes No		
Can you provide your own vehicle if required? Yes No		
POLICE CHECKS		
Have you been convicted of any offence? If yes, please provide details: Yes No		
Do you agree to provide current certificates (if required for your role): National Police Certificate: Yes No NDIS Check: Yes No Working with Children Check: Yes No COVID Vaccination Certificate: Yes No <i>Note: depending on your role provision of these certificates may be essential to securing and maintaining employment at BIZLINK as per the Policy Manual and COVID Mandate.</i>		
REFERENCES two referees should be supervisor in past or current job (applicants only)		
Contact Name	Employer/Personal/Other	Contact #
BANK ACCOUNT DETAILS (employees only)		
Bank Name:		Branch:
BSB #:		Account #:
Account Name:		
EMERGENCY CONTACT (employees only)		
Name:		
Relationship:		
Contact Phone #s:		
DECLARATION		
By checking this box, I declare the above statements to be true in all respects. I acknowledge that any information which is found to be false or misleading may lead to dismissal Signed: Date:		