



Employment Application Form

Position(s) applied for: _____

Type of employment: Full-time () Part-time () Casual ()

Mr/Ms/Mrs/Miss: _____ First Name: _____ Surname: _____

Street: _____

Suburb: _____ State: _____ Post Code: _____

Home phone: _____ Mobile: _____ Email: _____

Are you a permanent resident or Australian citizen? Yes No (If no, got to questions a and b)

a) Are you legally allowed to work in Australia? Yes No

b) If yes, provide the date, type and expiry date of Visa _____

Do you have any family members currently employed in a Neumann company? Yes No

If yes, list the name and position of the person. _____

Have you previously been employed by a Neumann company? Yes No

If yes, list the dates and job title: _____

Can you speak any languages other than English? Yes No

If yes, provide details. _____

Availability

Monday: From _____ a.m. to _____ p.m.	Friday: From _____ a.m. to _____ p.m.
Tuesday: From _____ a.m. to _____ p.m.	Saturday: From _____ a.m. to _____ p.m.
Wednesday: From _____ a.m. to _____ p.m.	Sunday: From _____ a.m. to _____ p.m.
Thursday: From _____ a.m. to _____ p.m.	

Education

Qualification or Level: _____

Year obtained: _____ Institution: _____

Qualification or Level: _____

Year obtained: _____ Institution: _____

Qualification or Level: _____

Year obtained: _____ Institution: _____



Employment

Company Name: _____

Job title: _____ Full-time () Part-time () Casual ()

Duties & responsibilities: _____

Employed from: _____ **to:** _____

Company Name: _____

Job title: _____ Full-time () Part-time () Casual ()

Duties & responsibilities: _____

Employed from: _____ **to:** _____

Company Name: _____

Job title: _____ Full-time () Part-time () Casual ()

Duties & responsibilities: _____

Employed from: _____ **to:** _____

Referees (Must be work-related)

Referee name: _____ **Job title:** _____

Company: _____ **Work phone:** _____

Mobile: _____ **Email:** _____

Referee name: _____ **Job title:** _____

Company: _____ **Work phone:** _____

Mobile: _____ **Email:** _____



Health

To ensure that the Nucrush Group does not place employees and members of the public at risk and that special needs are able to be catered for, please indicate if you suffer from any relevant impairment, medical condition or special needs or take medication that may affect your ability to safely and competently perform the essential requirements of the position(s) you are applying for.

- | | | | | | |
|-------------------------------|--------------------------|------------------------|--------------------------|---------------------|--------------------------|
| Asthma | <input type="checkbox"/> | Back injury | <input type="checkbox"/> | Vertigo | <input type="checkbox"/> |
| Bronchitis | <input type="checkbox"/> | Limb injury | <input type="checkbox"/> | High blood pressure | <input type="checkbox"/> |
| Tuberculosis (TB) | <input type="checkbox"/> | Physical problems with | | Heart condition | <input type="checkbox"/> |
| Dermatitis, Eczema or Allergy | <input type="checkbox"/> | - sight | <input type="checkbox"/> | Diabetes | <input type="checkbox"/> |
| Allergies to chemicals | <input type="checkbox"/> | - speech | <input type="checkbox"/> | Epilepsy | <input type="checkbox"/> |
| Medication | <input type="checkbox"/> | - hearing | <input type="checkbox"/> | Other | <input type="checkbox"/> |

If yes to any of the above, please give details: _____

Declaration

- I understand that completion of this form in no way constitutes an offer of employment, nor is it a guarantee of an interview. I also understand that applications are held for a period of three months only and I will be contacted if a suitable position becomes available.
- I declare that the information given by me is correct and I have not withheld any information which may adversely affect my suitability for employment.
- I authorize the Nucrush Group to contact my referees to seek information about my employment history and understand that any appointment offered is subject to satisfactory references.
- I have read, understood and received a Privacy Policy and consent to the Neumann companies collecting and using the information by me on this form to process this application.

Name (print): _____ Signature: _____ Date: _____

Please turn over to read Privacy Statement.



Privacy Statement

We may ask you for personal information about yourself that is necessary for us to carry on our business. We take all possible steps to ensure that such information is not disclosed to or accessed by unauthorized persons.

We manage personal information provided to us by abiding with the National Privacy Principles and are committed to ensuring that the collection, retention, use and disclosure of such personal information complies with all applicable legal requirements and that there is no act or practice that would be deemed to be an interference with your privacy. Please note the following:

How to contact us:

Nucrush Pty Ltd or Nucon Pty Ltd
PO Box 179
Oxenford QLD 4210

Phone: (07)55738 000 Fax: (07) 5573 2908

Email: hr@nucrush.com.au

How to gain access to your personal information:

If you would like details of the personal information that we may hold about you in order to update it or for any other reason, please forward a written request to our Privacy Contact Officer. We may ask you to complete a Personal Information Request Form or similar. We generally will not charge you a fee in respect of such access but reasonable administrative costs may be charged in some circumstances. You will be required to satisfy identity validation procedures to prove that you and the individual requesting the personal information are one and the same.

Why do we collect personal information?

If you are applying for a job with us, your personal information will enable us to ascertain whether you satisfy our requirements for the position. We may also use this information to enable us to address your expectations of us in respect of how we conduct our business. It will not be added to a mailing list, nor used for any other purpose without obtaining your prior consent.

Who do we give your personal information to?

We do not give your personal information to third parties without your prior consent. The only exceptions to this are when we are required to disclose the information by law or to protect our rights, safety or property. When we have to send your personal information to contractors to perform work on our behalf, we will not permit them to use your information beyond what is necessary to assist us and wherever possible, they will be required to provide a confidentiality undertaking to protect your personal information.

What can you do if you have a complaint?

If you are not satisfied with how we have dealt with your personal information or in gaining access to it, you should firstly contact our Privacy Contact Officer to discuss your concerns. Then if you are still not satisfied, you should contact the Officer of the Federal Privacy Commissioner – Privacy Hotline on 1300 363 992 or visit their website at www.privacy.gov.au for further assistance.

What are the consequences if you do not provide the personal information?

If you choose to withhold personal information, we will not be able to process your application for employment.

Please take this policy with you for your records.