

# Fixed Term & Casual Employment Register APPLICATION FORM



To be considered for the Employment Register, please ensure that you submit your completed application form (this document), together with your answers to the 'How to Apply' questions and a current resume.

This is an MS Word document and opening it using another application may corrupt the format. Completed documents must be received by PAHSMA in the correct format. If you require assistance, email [recruitment@portarthur.org.au](mailto:recruitment@portarthur.org.au) or call Human Resources on (03) 6251 2357.

Preferred Position (mark left box for position, right box for area of preference)	
<input type="checkbox"/> Tourism Operations Assistant	<div style="text-align: right;">                     Retail <input type="checkbox"/>                      Food and Beverage <input type="checkbox"/>                      Ticketing <input type="checkbox"/> </div>
<input type="checkbox"/> Tour Guide	<div style="text-align: right;">                     Day Guide <input type="checkbox"/>                      Ghost Tour Guide <input type="checkbox"/> </div>
<input type="checkbox"/> Cascades Female Factory Assistant (Hobart based)	
<input type="checkbox"/> Works Assistant	<div style="text-align: right;">                     Buildings and Works <input type="checkbox"/>                      Grounds and Gardens <input type="checkbox"/> </div>
<input type="checkbox"/> Cleaner	
<input type="checkbox"/> Cook	

Applicant Details:		
<i>Name</i>	Family Name	Given Names
<i>Preferred Title</i>	Mr / Mrs / Ms / Miss / Dr	
<i>Residential Address</i>		
<i>Postal Address</i>		

<i>Phone contact</i>	<b>Home</b>	<b>Business</b>	<b>Mobile</b>
<i>Email</i>	Please indicate if you do not wish to receive correspondence electronically via your email? <input type="checkbox"/>		
<b>Referees:</b> Please list details of two referees who are able to comment on your skills in relation to the selection criteria			
<b>Referee No. 1</b> <i>Name:</i>		<b>Referee No. 2</b> <i>Name:</i>	
<i>Phone No.</i>		<i>Phone No.</i>	
<i>Email:</i>		<i>Email:</i>	
<i>Organisation Name:</i>		<i>Organisation Name:</i>	
<i>Position:</i>		<i>Position:</i>	

<p><b>Please indicate the following:</b></p> <p>Are you legally entitled to work in Australia? <b>Yes / No</b></p> <p><input type="checkbox"/> Yes I am an Australian/New Zealand citizen or permanent resident.</p> <p><b>or</b></p> <p><input type="checkbox"/> Yes I hold a valid work visa:      Type:      Expiry Date:</p> <p>_____</p> <p><input type="checkbox"/> Yes I hold a current Driver's licence      Expiry date:</p> <p><input type="checkbox"/> Yes I hold a current First Aid Certificate      Expiry date:</p> <p>Are you currently employed in the Tasmanian State Service? <b>Yes / No</b></p> <p>If <b>Yes</b>, which Agency?</p> <p>If <b>No</b>, and you were previously employed in the Tasmanian State Service and separated through redundancy or acceptance of a Workforce Renewal Incentive Program (WRIP) payment, are you eligible for re-employment? <b>Yes / No</b></p>
---

<b>Some areas operate 7 days per week. Please list any days and months you are not available to work:</b>
<b>Please list the languages in which you can communicate proficiently:</b>

I understand that providing false information or withholding relevant information may result in the withdrawal of an offer of employment or dismissal.
--

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

It is preferable that applications be submitted via [www.jobs.tas.gov.au](http://www.jobs.tas.gov.au) but can be submitted by email to [recruitment@portarthur.org.au](mailto:recruitment@portarthur.org.au), or posted to Recruitment, Port Arthur Historic Site Management Authority, 6973 Arthur Hwy, Port Arthur TAS 7182.