

Fixed Term & Casual Employment Register
APPLICATION FORM



PORT
ARTHUR
HISTORIC
SITES

To be considered for the Employment Register, please ensure that you submit your completed application form (this document), together with your responses to the 'Statement Addressing the Selection Criteria' 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 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	Retail <input type="checkbox"/> Booking and Ticketing <input type="checkbox"/>		
<input type="checkbox"/> Food and Beverage	Front of House <input type="checkbox"/> Back of House <input type="checkbox"/>		
<input type="checkbox"/> Tour Guide	Day Guide <input type="checkbox"/> Ghost Tour Guide <input type="checkbox"/>		
<input type="checkbox"/> Tour Guide (Cascade Female Factory – Hobart based)			
<input type="checkbox"/> Works Assistant	Buildings and Works Grounds and Gardens		<input type="checkbox"/> <input type="checkbox"/>
<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>	Home	Business	Mobile
<i>Email</i>			
Please indicate if you do not wish to receive correspondence electronically via your email? <input type="checkbox"/>			
Please list the languages in which you can communicate proficiently:			

Some areas operate 7 days per week. Please list any days and months you are not available to work:

Referees:

Please list details of two referees who can comment on your skills in relation to the selection criteria

Referee No. 1

Name:

Phone No.

Email:

Organisation Name:

Position:

Referee No. 2

Name:

Phone No.

Email:

Organisation Name:

Position:

Please indicate the following:

Are you legally entitled to work in Australia? **Yes / No**

Yes I am an Australian/New Zealand citizen or permanent resident.

or

Yes I hold a valid work visa: Type: Expiry Date:

Yes, I hold a current Driver's licence Expiry date:

Yes, I hold a current First Aid Certificate Expiry date:

Are you currently employed in the Tasmanian State Service? **Yes / No**

If **Yes**, which Agency?

If **No**, 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? **Yes / No**

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: _____

Applications should be submitted via www.jobs.tas.gov.au or posted to ATT: Recruitment, Port Arthur Historic Site Management Authority, 6973 Arthur Hwy, Port Arthur TAS 7182.