

# APPLICATION



**POSITION APPLIED FOR** SALES  ADMINISTRATION  OTHER  \_\_\_\_\_

## PERSONAL DETAILS

NAME \_\_\_\_\_

DATE OF BIRTH \_\_\_\_\_ MARITAL STATUS MARRIED  DE-FACTO  SINGLE

HOME ADDRESS \_\_\_\_\_

STATE \_\_\_\_\_ POST CODE \_\_\_\_\_

HOW LONG \_\_\_\_\_ Yrs OWN  RENT  BOARD

A.B.N NUMBER \_\_\_\_\_ T.F.N NUMBER \_\_\_\_\_

TELEPHONE \_\_\_\_\_ MOBILE TEL \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

<b>HAVE YOU EVER BEEN DECLARED BANKRUPT OR ENTERED INTO A SCHEME OF ARRANGMENT WITH YOUR CREDITORS – IF 'YES' PLEASE PROVIDE FULL WRITTEN DETAILS</b>	YES <input type="checkbox"/> NO <input type="checkbox"/>	<b>HAVE YOU BEEN CONVICTED OF A CRIMINAL OR ANY OTHER TYPE OF OFFENCE ? IF YES PLEASE PROVIDE FULL DETAILS</b>	YES <input type="checkbox"/> NO <input type="checkbox"/>
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## EDUCATION

Type of School	Name of School	Location – Mailing Address	No of Years	Degree/Diploma
High School	_____	_____	_____	_____
University	_____	_____	_____	_____
Business School	_____	_____	_____	_____
Trade School	_____	_____	_____	_____
Other	_____	_____	_____	_____

## BANK ACCOUNT DETAILS - WAGES & COMMISSIONS ARE PAID BY EFT

BANK \_\_\_\_\_ ACCOUNT NAME \_\_\_\_\_

BSB NUMBER \_\_\_\_\_ ACCOUNT NUMBER \_\_\_\_\_

## MOTOR VEHICLE & DRIVERS LICENCE DETAILS

LICENCE No \_\_\_\_\_ CLASSES \_\_\_\_\_

EFFECTIVE DATE \_\_\_\_\_ EXPIRY DATE \_\_\_\_\_

STATE OF ISSUE \_\_\_\_\_ PLACE OF ISSUE \_\_\_\_\_

HAVE YOU HAD ANY ACCIDENTS IN THE PAST 3-YEARS YES  NO

DO YOU OWN YOUR OWN CAR YES  NO  If YES - MAKE \_\_\_\_\_ MODEL & YEAR \_\_\_\_\_

## EMPLOYMENT HISTORY

**CURRENT EMPLOYER** \_\_\_\_\_ **SINCE** \_\_\_\_\_

**YOUR CURRENT POSITION** \_\_\_\_\_ **CURRENT SALARY** \_\_\_\_\_

**NAME OF SUPERVISOR** \_\_\_\_\_ **HIS/HER POSITION** \_\_\_\_\_

**REASON FOR LEAVING** \_\_\_\_\_

LIST THE DUTIES PERFORMED, SKILLS USED OR LEARNED, ADVANCEMENTS & PROMOTIONS WHILE YOU WORKED AT THIS COMPANY

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**PREVIOUS EMPLOYER** \_\_\_\_\_ **SINCE** \_\_\_\_\_

**YOUR CURRENT POSITION** \_\_\_\_\_ **CURRENT SALARY** \_\_\_\_\_

**NAME OF SUPERVISOR** \_\_\_\_\_ **HIS/HER POSITION** \_\_\_\_\_

**REASON FOR LEAVING** \_\_\_\_\_

LIST THE DUTIES PERFORMED, SKILLS USED OR LEARNED, ADVANCEMENTS & PROMOTIONS WHILE YOU WORKED AT THIS COMPANY

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## PERSONAL REFERENCES – *Other than relatives or previous employers*

**NAME** \_\_\_\_\_ **RELATIONSHIP** \_\_\_\_\_

**TELEPHONE** \_\_\_\_\_ **MOBILE TELEPHONE** \_\_\_\_\_

**NAME** \_\_\_\_\_ **RELATIONSHIP** \_\_\_\_\_

**TELEPHONE** \_\_\_\_\_ **MOBILE TELEPHONE** \_\_\_\_\_

## ACKNOWLEDGEMENT

I the undersigned confirm the contents above are true and accurate to the best of my knowledge. Further I agree to the Investtrend contacting my current and/or former employer, to seek a reference about my work history.	<b>OFFICE USE ONLY</b>	
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	Approved / Declined	
	Processed	
Applicants Signature		