

Recruitment Registration Form

Position Sought / Job Title:	<input type="text"/>		
Current Salary (Excluding Super):	<input type="text"/>	Salary Sought (Excluding Super):	<input type="text"/>
Name:	<input type="text"/>	DOB:	<input type="text"/>
Address:	<input type="text"/>		
State/Province:	<input type="text"/>	Postal Code:	<input type="text"/>
Home Phone:	<input type="text"/>	Mobile Phone:	<input type="text"/>
Email:	<input type="text"/>	Drivers Licence Number:	<input type="text"/>

ARE YOU ELIGIBLE TO WORK IN AUSTRALIA? yes no

ARE YOU ON A WORK VISA? yes no

DO YOU HAVE YOUR OWN TRANSPORT? yes no

DO YOU REQUIRE PUBLIC TRANSPORT TO WORK? yes no

WHEN ARE YOU AVAILABLE FOR AN INTERVIEW:

NOTICE YOU REQUIRE TO START POSITION:

PREFERRED LOCATION OF EMPLOYMENT:

List the jobs you held, duties performed, skills used or learnt, advancements, or promotions in your last or current position:

DO YOU HAVE ANY HOLIDAYS PLANNED FOR THIS YEAR OR NEXT YEAR? yes no

ARE YOU WITH ANY OTHER RECRUITMENT AGENCIES: yes no

DO YOU HAVE ANY PENDING INTERVIEWS SCHEDULED? yes no

TRAINING AND QUALIFICATIONS

QUALIFICATION / LICENCE TYPE	LEVEL	DATE OF ISSUE	ISSUED BY	EXPIRY DATE
White Card / Blue Card				
Drivers Licence				
HR Licence				
Other Licence				
Fisrt Aid Certificate				
Other Qualifications				
Other Certificates				

HOW DID YOU HEAR ABOUT RECRUIT RIGHT WA?

- SEEK
- Internet
- Friend
- West Australian
- Company
- Other

WE ALL HAVE GOALS. WHAT ARE YOUR GOALS IN LIFE?

WHAT WOULD YOU SAY ARE YOUR STRONGEST STRENGTHS WITHIN THE WORKPLACE?

HOW WOULD YOU DESCRIBE YOUR PERSONALITY?

ON A SCALE OF ONE TO FIVE, PLEASE RATE THE FOLLOWING: 1 BEING THE LOWEST & 5 BEING THE HIGHEST:

SOLVING PROBLEMS:	
ORGANISED:	
ATTENTION TO DETAIL:	
LEADERSHIP SKILLS:	
ABILITY TO TAKE DIRECTION:	
FOLLOW PROCEDURES:	
ABILITY TO HANDLE STRESS:	
BE CREATIVE IN YOUR WORK:	

CURRENT EMPLOYMENT STATUS

Are you currently employed in either full time/part time or casual work?
 What type of work do you want full time/part time or casual?
 How much notice do you require to give your current employer?
 What is the position you currently work in?
 When can you start?

COMMENT

IN YOUR LAST POSITION, WHAT WAS THE TASK YOU ENJOYED MOST?

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WHAT WAS THE TASK YOU ENJOYED LEAST?

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WOULD YOU SAY THAT YOU ARE CONFIDENT IN STRESSFUL SITUATIONS? DESCRIBE, IN SHORT, A STRESSFUL SITUATION, AND HOW YOU DEALT WITH IT:

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HEALTH

Do you suffer from any ailment or disability or are you required to take regular medication which may:

Affect your work performance?
Affect your work attendance?
Have you ever been the subject of a Workers Compensation Claim? <i>(if yes, please provide details and dates of injury on a separate piece of paper)</i>
Are you agreeable to a police record check and random drug and alcohol tests if required?

- yes** **no**
- yes** **no**
- yes** **no**
- yes** **no**

Signed:

Date:

Name:
(please print)

THANK YOU VERY MUCH FOR TAKING THE TIME TO COMPLETE THIS REGISTRATION:
YOUR STRENGTHS LAY WITHIN, IT'S A LONG WALK NOT YET ENDED.

Please read the following conditions of registration with RECRUIT RIGHT WA and sign.

Your Obligation in presenting your resume to RECRUIT RIGHT WA:

1. To present a current Resume/CV that is true and correct information.
2. Allow RECRUIT RIGHT WA to represent and distribute your Resume/CV and other documents that you give to us in support of an application to obtain employment. Approved by you beforehand.
3. To agree not to refer another candidate directly or indirectly to a position that you have been referred to by RECRUIT RIGHT WA or have been verbally or otherwise told about by RECRUIT RIGHT WA.
4. Give permission to RECRUIT RIGHT WA to contact your nominated referees, to conduct a reference checks from such referee and furthermore to validate information that you have given on your Resume/CV.
5. Should a medical assessment be required by an employer you would be agreeable.
6. Should you be offered a position within 12months of being introduced to a company that RECRUIT RIGHT WA has put you forward to or told you about, it is your responsibility to inform RECRUIT RIGHT WA of such offer.
7. RECRUIT RIGHT WA does not provide any guarantee as to the financial position of the company that you would be put forward to or placed in for employment or otherwise or the general well being of that organisation RECRUIT RIGHT WA places you with.

I, have read and understand the above conditions with RECRUIT RIGHT WA.

Please sign below to show that you are committed to seeking a new career path.

Signature:

Date:

Recruit Right WA is obligated to:

1. Maintain your personal Resume/CV in confidence until permission is sought from you, to put forward to a position.
2. Charge an organisation for our services. No fee applies to applicants.
3. To provide integrity and commitment in all dealings that we have with you.

Consultant:

Date:

Companies:

Date:

