

CASUAL EMPLOYMENT APPLICATION

Including Casual Relief Teaching (CRT)

PERSONAL DETAILS

Position Applied for _____

Surname _____ Given Names _____

Preferred Title (Mr/Mrs/Miss/Ms/Dr) _____ Mobile Telephone _____

Address _____ Postcode _____

Telephone - Work _____ Telephone - Home _____

Email _____

Are you an Australian citizen? (Yes/No) _____ Date of Birth _____

If no, please supply details of residency status _____

Are you registered with the Victorian Institute of Teaching? (Yes/No) _____

VIT Registration Number _____

EDUCATION

Tertiary Qualifications	Length of Course (FT) & Year of Completion	University/Institute	Major Subjects Studied

Other Relevant Qualifications	Length of Course (FT)	University/Institute	Major Subjects Studied

EMPLOYMENT HISTORY

Teaching Experience (if applicable)

Name of School	Years of Employment - 20....	Subjects Taught	Year levels	Full-time or % of Full-time	Positions of Responsibility

Other Relevant Work Experience

Describe areas of special training, experience or interests that you believe could be a valuable contribution to the college:

Are you affiliated with any Christian Church? If so, please provide the name of your church and details of your involvement:

Do you give permission for staff at Plenty Valley Christian College to contact your referees prior to an interview being arranged? (Yes/No)? _____

REFEREES

Educational or Professional Referees

Name	Position	Phone No.
		BH: AH: Mob:
		BH: AH: Mob:

Personal / Christian Referees

Name	Position	Phone No.
		BH: AH: Mob:
		BH: AH: Mob:

Employment Collection Notice under the Privacy Act 1988

1. In applying for this position you will be providing PVCC with personal information. We can be contacted on 9717 7400 (Reception) during normal college hours.
2. If you provide us with personal information, for example, your name and address or information contained on your resume, we will collect the information in order to assess your application.
3. By completing this application you agree that we may store this information.
4. You may seek access to your personal information that we hold about you if you are unsuccessful for the position. However, there will be occasions when access is denied. Such occasions would include where access would have an unreasonable impact on the privacy of others.
5. We will not disclose this information to a third party without your consent.
6. If you provide us with the personal information of others, we encourage you to inform them that you are disclosing that information to the college and why, that they can access that information if they wish, that the college does not usually disclose the information to third parties and that we may store their information

Have you ever submitted a Workers Compensation Claim or any Disability Claim (Yes/No)? _____
If yes please specify:
All applicants should be aware of Section 79 Workers Compensation Board and Assistance Act 1981.
79. Where it is proved that the worker has, at the time of seeking or entering employment in respect of which he/she claims compensation for a disability, wilfully and falsely represented himself/herself as not having previously suffered from the disability, the College may in its discretion refuse to award compensation which otherwise would be payable.
I acknowledge having read the Employment Collection Notice and acknowledge that the deliberate giving of false information on this application will lead to this application not being accepted.
APPLICANT'S SIGNATURE: _____ DATE _____

Please return your application to:

Principal's Assistant
Plenty Valley Christian College 840 Yan Yean Road, Doreen, 3754

Tel: 03 9717 7400 Fax: 03 9717 7475

By email to: employment@pvcc.vic.edu.au

You may attach any further relevant information in support of your application.