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| **Application Form**  **(HR-FM-12)** | |
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| **POSITION DETAILS** | |
| **Position applying for:** | Finance Coordinator / Accountant |
| **Date of application:** |  |

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| **PERSONAL DETAILS** | | | | |
| **Surname:** |  | | **Given name(s):** |  |
| **Residential address:** |  | | | |
| **Preferred phone:** |  | | **Email address:** |  |
|  | | | | |
| **WORKING RIGHTS** | | | | |
| **Australian resident** | **VISA Number:** |  | | |
| **Yes**  **No** | **Expiry date:** |  | | |

|  |  |  |  |  |
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| **REFEREE DETAILS** | | | | |
| **1.** | **Referee name:** |  | **Position:** |  |
| **Contact number:** | |  | **Relationship:** |  |
|  | | | | |
| **2.** | **Referee name:** |  | **Position:** |  |
| **Contact number:** | |  | **Relationship** |  |

|  |  |  |  |  |
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| **APPLICATION CHECKLIST** | | | | |
| *I have enclosed the following documents:* | | | | |
| **Application Form** | **Cover Letter** | **Response to Selection Criteria** | **Current CV/Resume** | **Pre-employment Health Check form** |
| **Yes**  **No** | **Yes**  **No** | **Yes**  **No** | **Yes**  **No** | **Yes**  **No** |

|  |  |
| --- | --- |
| **SIGNED BY APPLICANT** | |
| *I hereby declare that all information contained in this application is true and accurate* | |
| **Applicant signature:** |  |