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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:** |   |
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| **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** |

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