

## CASUAL EMPLOYMENT APPLICATION FORM

Please complete this form and return to [aquatic@dubbo.nsw.gov.au](mailto:aquatic@dubbo.nsw.gov.au) with your resume and a copy of all relevant licences and qualifications.

### Personal Details

Name:	<input type="text"/>
Address:	<input type="text"/>
Contact Number:	<input type="text"/>
Email:	<input type="text"/>
Date of application:	<input type="text"/>

### I would like to apply for Casual work in the following role/s:

- Learn to Swim Instructor
- Learn to Swim Assistant (non-accredited)
- Customer Experience Attendant (Café/Reception)
- Lifeguard
- Senior Lifeguard

### I am available to work from the following locations:

- Dubbo Aquatic Leisure Centre
- Wellington Aquatic Leisure Centre
- Geurie Pool

### Please select current qualifications:

- |  |  |
|--|--|
| <input type="checkbox"/> NSW Working with Children Clearance | <input type="checkbox"/> Swim Teacher – Accredited     |
| <input type="checkbox"/> Driver's Licence                    | <input type="checkbox"/> Swim Teacher – Not Accredited |
| <input type="checkbox"/> Lifeguard Certificate               | <input type="checkbox"/> Barista                       |
| <input type="checkbox"/> First Aid                           | <input type="checkbox"/> Food Handling                 |
| <input type="checkbox"/> CPR                                 |  |
| <input type="checkbox"/> Other: <input type="text"/>         |  |

### My availability:

Please indicate the days/times you may be available to work including school holidays.

**Attached documents:**

- |                          |                                     |                          |                               |
|--------------------------|-------------------------------------|--------------------------|-------------------------------|
| <input type="checkbox"/> | NSW Working with Children Clearance | <input type="checkbox"/> | Qualifications / Certificates |
| <input type="checkbox"/> | Resume                              | <input type="checkbox"/> | Driver's Licence              |

Thank you for your interest in working at our facilities!

Please note that as a casual employee, hours of work and shifts are not guaranteed. You are welcome to apply for more than one position and work across multiple sites.

**Submit your application:**

1. Email [aquatic@dubbo.nsw.gov.au](mailto:aquatic@dubbo.nsw.gov.au) and attach:
  - a. this completed Casual Application form
  - b. a copy of your resume
  - c. a copy of any relevant licences and qualifications

**What happens from here?**

Your application will proceed as follows:

1. You will be contacted shortly by one of our Coordinators for a brief, informal interview and provided with the relevant Position Description/s
2. If both parties are happy to proceed, you will be sent an appointment from Council's People Culture & Safety department for a medical assessment
3. If you receive a pass for the medical, a letter of offer and employment pack will be mailed to your postal address
4. Complete and return the employment pack as soon as possible
5. Coordinator will be in contact to schedule your site induction
6. Coordinator will add you to our roster system and you will be given your first shift details. All new staff will be buddied with an experienced member of staff for on-the-job training and familiarisation with duties

Please contact [aquatic@dubbo.nsw.gov.au](mailto:aquatic@dubbo.nsw.gov.au) if you have any questions.