



### Staff Member Details

Congratulations! Your application for employment has been accepted. Please fill in the below details for our company records.

**Personal Details:**

**Full Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Date of Birth:** \_\_\_\_\_

**Are you a working holiday maker?** YES / NO

**Bank Account Details:**

**Account Name:** \_\_\_\_\_

**BSB:** \_\_\_\_\_ **Account Number** \_\_\_\_\_

**In Case of an Emergency:**

**Next of Kin Name:** \_\_\_\_\_

**Next of Kin Relationship:** \_\_\_\_\_

**Next of Kin Phone Number:** \_\_\_\_\_

**Allergies:** \_\_\_\_\_

**Any other relevant information:** \_\_\_\_\_

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**Office Use Only**

**Status:-**  F/T  P/T  Casual **Position :** \_\_\_\_\_

**Award Level:** \_\_\_\_\_ **Ordinary Pay Rate: \$** \_\_\_\_\_ **Start Date:** \_\_\_\_\_

**Received:** **Tax Form**  **Superannuation Form**  **Copies of Licences/Qualifications**

**Approved by** \_\_\_\_\_