

Office Hours: Monday - Friday 8.30am - 5.00pm

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## General Vacancies – Expression of Interest VRN: 01/25

### Information about these vacancies

Flinders Shire Council will accept expressions of interest from those seeking short term and/or casual employment opportunities with Council in the following areas:

- Administration / Customer Service
- Community Care – Support Worker
- Cleaner
- Labourer
- Plant Operation
- Volunteers

Council accepts applications for all other positions through specific advertised vacancies.

### To register your interest

To submit your expression of interest for our general vacancy roles, please:

- complete all sections of this form and submit via one of the following methods:
  - By email: [recruitment@flinders.qld.gov.au](mailto:recruitment@flinders.qld.gov.au); or
  - In Person: Council Administration Office, 34 Gray St, Hughenden; or
  - By post: Recruitment, Flinders Shire Council, PO Box 274, Hughenden Queensland 4821
- Attach a copy of your resume as well as any licences, tickets, qualifications

Your information from this general application will be held on file, and you may be contacted if a short-term temporary position arises which requires the skills, experience and/or qualifications you possess.

Please Note: This is not a guarantee of gaining employment with Council and we encourage you to regularly visit our General Vacancies page on Council's website to view and apply for vacancies.

# General Vacancies – Expression of Interest Form

Sighting of Advertisement	
To assist Flinders Shire Council (FSC) in undertaking effective advertising, please indicate where you saw this vacancy advertised (for those persons not currently employed by FSC):	
<input type="checkbox"/> <b>The Flinders Post</b> <input type="checkbox"/> <b>FSC Website</b> <input type="checkbox"/> <b>Other Website – please specify:</b> <input type="checkbox"/> <b>Other – please specify:</b>	
<b>Vacancy applying for:</b>	<b>General Vacancies – Expression of Interest</b>
<b>Reference Number:</b>	<b>VRN: 01/25</b>
Privacy Collection Notice	
<i>Flinders Shire Council is collecting your name, residential address and telephone number in accordance with the Local Government Act 2009 in order to process your application. The information will only be accessed by employees and/or Councillors of Flinders Shire Council for Council business related activities only. Your information will not be given to any other person or agency unless you have given us permission or we are required by law.</i>	
<i>Your information from this general application will be held on file, and you may be contacted if a short-term temporary position arises which requires the skills, experience and/or qualifications you possess.</i>	

Roles Interested In	
<input type="checkbox"/> Casual <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time	
<input type="checkbox"/> Administration / Customer Service <input type="checkbox"/> Community Care - Support Worker <input type="checkbox"/> Cleaner <input type="checkbox"/> Labourer (Parks & Gardens) <input type="checkbox"/> Plant Operation <input type="checkbox"/> Volunteer	
Applicant Details	
<b>Surname:</b>	
<b>First Name:</b>	
<b>Postal Address:</b>	
<b>Residential address:</b>	
<b>Mobile:</b>	<b>Phone (H):</b>
<b>Email:</b>	
<b>Preferred contact method:</b>	<input type="checkbox"/> <b>Phone</b> <input type="checkbox"/> <b>Mail</b> <input type="checkbox"/> <b>Email</b>
Additional Information	
<b>Do you have the legal right to obtain employment in Australia?</b>	<input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b>
<b>Do you experience a disability or handicap? (Optional)</b>	<input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b> <b>Details:</b>
<b>Are you of Aboriginal and/or Torres Strait Islander descent? (Optional)</b>	<input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b>
<b>Main language spoken at home: (Optional)</b>	<input type="checkbox"/> <b>English</b> <input type="checkbox"/> <b>Other – Details:</b>

Driver's Licence Details	
Class of licence held:	<input type="checkbox"/> C (Car) <input type="checkbox"/> LR <input type="checkbox"/> MR <input type="checkbox"/> HR <input type="checkbox"/> MC <input type="checkbox"/> HC <input type="checkbox"/> RE <input type="checkbox"/> UD  <input type="checkbox"/> Restricted <input type="checkbox"/> Open <input type="checkbox"/> Provisional <input type="checkbox"/> International
Licence issued in:	<input type="checkbox"/> Queensland <input type="checkbox"/> Another Australian State / Territory <input type="checkbox"/> International
Plant Operators Ticket Details	
Current Tickets:	Please select the plant for which you hold a current Certificate of Competency (e.g. WH&S QLD Plant Operator ticket and/or a Certificate of Competency from a Registered Training Organisation):  <input type="checkbox"/> Excavator (LE) <input type="checkbox"/> Front-end Loader (LL) <input type="checkbox"/> Roller (LR) <input type="checkbox"/> Scraper (LP) <input type="checkbox"/> Grader (LG) <input type="checkbox"/> Front-end Loader/Backhoe (LB) <input type="checkbox"/> Dozer (LZ) <input type="checkbox"/> Skid-steer Loader (LS)
Trade Certificates	
Please list the Trade Certificates which you currently hold (e.g. carpentry, diesel fitter, plumbing):	<ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul>
Qualifications	
Do you possess a 'White' card? (General Safety Induction Construction Industry Certification)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Do you possess a 'Blue' Card? (Working with Children Certification)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Primary / Secondary Education:	School – Year Finalised (e.g. 1991): School – Year Graduated (e.g. Year 10):
Tertiary Qualification (1)	<input type="checkbox"/> Certificate                      Course Name: <input type="checkbox"/> Diploma                      Course Name: <input type="checkbox"/> Degree                            Course Name: <input type="checkbox"/> Post Graduate                      Course Name:
Tertiary Qualification (2)	<input type="checkbox"/> Certificate                      Course Name: <input type="checkbox"/> Diploma                      Course Name: <input type="checkbox"/> Degree                            Course Name: <input type="checkbox"/> Post Graduate                      Course Name:
Other Tickets / Licences / Qualifications	
Please list any other tickets / licences / qualifications you currently hold:	<input type="checkbox"/> Forklift <input type="checkbox"/> ACDC Licence <input type="checkbox"/> Traffic Control <input type="checkbox"/> CPR Certificate <input type="checkbox"/> Chainsaw – Level <input type="checkbox"/> First Aid – Level <input type="checkbox"/> Other – Details:

Employment History	
Please provide details of your employment history <b>most applicable</b> to the position you are applying for. If a resume is being provided which includes <b>all</b> of the details requested below, you may write 'refer to resume'.	
Employer 1	
Position Title and Summary of Duties:	
Length Of Service:	
Year Completed Service:	
Employer 2	
Position Title and Summary of Duties:	
Length Of Service:	
Year Completed Service:	
Employer 3	
Position Title and Summary of Duties:	
Length Of Service:	
Year Completed Service:	
Work Related Referees	
A minimum of 2 work related referees is <b>mandatory</b> for all applicants not currently employed by FSC. A referee should be a person who <b>directly supervised</b> you in the workplace.	
Do you permit us to contact your referees at any time?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Referee 1	
Name:	
Organisation:	
Telephone Number 1:	
Referee 2	
Name:	
Organisation:	
Telephone Number 1:	
Referee 3	
Name:	
Organisation:	
Telephone Number 1:	

<b>Application Declaration</b>	
<b>Declaration:</b>	<p>I certify that the information contained in this Application for Employment form and any other written information submitted as part of my application is true and complete. I understand that, should I provide untruthful or misleading information, this application may be rejected or my employment with Flinders Shire Council (FSC) subsequently terminated.</p> <p>I understand that I will be required to present original licences, tickets and qualifications (including proof of my ability to work in Australia) upon, or prior to, commencement of employment with FSC.</p> <p>I understand that I may be subject to undergo a pre-employment medical examination (including a drug and alcohol test), criminal history check, check on eligibility to obtain a "Blue Card" (working with children), and other checks/tests (e.g. literacy and numeracy tests, plant competency tests) in order to obtain employment with FSC.</p> <p>I understand that some positions with Council require the employee to undergo mandatory immunisation or provide medical documentary evidence of suitable immunisation as the work environment may involve exposure to areas identified as "at risk" work areas.</p>
<b>Applicant's Signature:</b>	<b>Date:</b>