

Registration as a Candidate

It is only essential to complete sections 1, 2, 3, 4, 5, 9 and 10. We can complete the rest when we see you for an interview. However we would urge you to complete as much of the form as possible as this will give us a much better feel for the kind of job you are looking for and will enable us only to put forward the most suitable positions.

If you would like to work as a temporary nanny in between jobs please also complete section 6.

SECTION 1

Personal Details

Name				
Address				
Contact details	<i>phone</i>	<i>mobile</i>		
	<i>e-mail</i>			
Date of Birth and Age	<i>day</i>	<i>month</i>	<i>year</i>	<i>Age</i>
Nationality				

SECTION 2

Type of Position Required (Please tick as appropriate)

Nanny Maternity Nanny Mother's Help Other Please specify.

Permanent or Temporary If seeking a temporary position, number of weeks sought.

Live in seeking a position where you live with your family. or Daily

Full Time wanting to work at least 5 full days per week. or Part time If part time please specify days and hours that you would like to work.

Would you like to be on Tinies babysitting register? Yes No

Maximum number of children prepared to look after with sole care.

Ages of Children preferred?

Salary Range sought?

Areas you would like to work?

Are you flexible in terms of travel time to get to your new job?

How would you be travelling to your new job? (eg public transport, own car)

Would you be prepared to help with the housework? Yes No

Is sole charge essential? Yes No

Would you work with a single father? Yes No

SECTION 3

Education & Training

Name of Colleges and/ or Universities	
Date attended	
Qualification obtained	

*NB. Please ensure that you either return copies of your certificates with this form or bring them with you to your **Tinies** interview.*

SECTION 4

Previous Experience

Position	No. of Children	Aged from – to <i>at commencement of employment</i>	Date from – to	Contact details if to be used as a reference
1				<i>Address</i> <i>Phone number</i>
2				<i>Address</i> <i>Phone number</i>
3				<i>Address</i> <i>Phone number</i>
4				<i>Address</i> <i>Phone number</i>

During your previous jobs have you had experience of working with children with special needs? **Yes** **No**

If yes, please specify.

SECTION 5

Present Employment

Name & Address of Employer	<i>name</i> <i>address</i> <i>phone</i>	<i>postcode</i>
Current Position and Duties Involved		
Date started		
From when are you available?		

If currently working, have you handed in your notice? **Yes** **No**

If you have not handed in your notice what period of notice is required?

How old are the children you are responsible for?

Can we contact your current employer for a reference? **Yes** **No**

Reasons for Leaving.

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SECTION 6 *Tinies Temporary Service*

If you would like to work as a temporary nanny in between permanent jobs please tick the box.

SECTION 7 *About You*

Do you have any allergies? **Yes** **No** *If yes, please specify.*

Do you speak any foreign languages? **Yes** **No** *If yes, please specify.*

Do you mind working in a home with family pets? **Yes** **No** *If yes, please specify.*

Interests and skills? *Please set out any hobbies or areas where you have special talents.*

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Are you a Vegetarian? **Yes** **No** *If Yes, would you be willing to prepare meat for the children?* **Yes** **No**

Do you smoke? **Yes** **No** *If Yes, would you be prepared not to smoke around the family?* **Yes** **No**

Do you have a current first aid certificate? **Yes** **No**

Do you have a full current driving licence? **Yes** **No** Do you have use of a car? **Yes** **No**

Are there any convictions or fixed penalties on your driving licence? **Yes** **No** *If yes please specify.*

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Which of the following best describe your character: *Please tick any that apply.*

outgoing reserved laid back take charge type sense of humour authoritative

patient mentally inquisitive self motivated fun loving good communicator tidy

sociable flexible accept direction well

SECTION 8 *Helping us Organise your Interviews*

Please indicate when is most suitable to arrange an interview with a family.

SECTION 9

Health Declaration

(Any declared conditions may be followed up with your GP and he/she will be asked to assess your suitability)

Do you have or have you had any physical problems requiring specialist referral in the last 5 years?

Yes No

Do you have or have you had any mental problems in the last 5 years? Yes No

Have you, at any time, suffered from mental or physical health problems, which could affect your ability to work as a nanny with sole charge of young children? Yes No

Are you taking regular prescribed medicines? Yes No

If yes to any of the above, please provide details.

Do you consent to Tinies contacting your GP for further information if required, and to them contacting an occupational health physician (if necessary) in connection with the above? Yes No

Name, Address and Telephone Number of GP *(insert details)*.

SECTION 10

Criminal Check

All convictions, including spent ones, must be disclosed. By signing this registration form you consent to the agency passing information about any convictions you may have to prospective employers.

Do you have a prosecution pending or have you ever been convicted at a court or cautioned by the police for any offence? Yes No

If Yes – please provide details of pending prosecutions, convictions, cautions and bind-over orders including approximate date, the offence and the court or police force that dealt with the offence.

Have you got your police check? Yes No *If no, please confirm your police check has been ordered.*

Declaration

I certify that the information given on this application form to be true and correct and give permission for **Tinies** to verify any references supplied, if considered necessary. I agree to treat all information given to me regarding vacant positions as confidential and agree not to pass names and addresses of potential employers to any other person.

Signature:

Date:

NOTE: Please check that you have completed sections 1 to 5 and 9 & 10 – Welcome to Tinies!

Telephone: 0427 314 091

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Web: www.tinieschildcare.com.au

Tinies
Childcare