

New Starter



First name _____ Last name _____

Start date _____

Position title _____

Personal details

Date of birth _____

Address _____

Suburb _____ State _____ Postcode _____

Mobile phone _____ Email address _____

Australian Citizen? Y / N _____ (If no, attach residency/Visa details)

Emergency contact name _____

Emergency contact phone number _____

Spouse/Partner/Other (please circle) _____

Bank details

Bank name _____ BSB number _____

Bank account number _____ Bank account name _____

Employment terms

Employment type (please circle) Full time _____ Part time _____ Casual _____ Fixed Term _____

Annual salary _____ Hourly rate _____

Contract hours/working schedule _____

Location _____ Manager _____

Employee signature _____ Date _____