
EMPLOYMENT REGISTRATION DETAILS FORM

1. Please complete each section of this registration form.
 2. Send a copy of your completed form, along with the relevant documents listed in section 4 via email to: hr@tacprorecruiting.com with your FULL NAME, and 'Application Files' in the subject line.
 3. Please note that all files must be received in order to process your application / registration.
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SECTION 1 - PERSONAL DETAILS

FIRST NAME		MOBILE NUMBER	
LAST NAME		USI #	
DATE of BIRTH DD/MM/YYYY	___/___/___	VOCATION / TRADE	
STREET ADDRESS <small>Street Address, City/ Town, State and Postcode.</small>	<hr/> <hr/> <hr/>		
EMAIL ADDRESS			

SECTION 2 - EMERGENCY DETAILS

FIRST NAME		MOBILE NUMBER	
LAST NAME		RELATIONSHIP TO YOU	
STREET ADDRESS <small>Street Address, City/ Town, State and Postcode.</small>	<hr/> <hr/> <hr/>		

→ Please proceed to page 2.

SECTION 3 - TAX & BANKING DETAILS

Payroll week commences Sunday and ends Saturday, timesheets are required by 10am on the Monday for processing. Funds are released every Wednesday to your account.

BANK ACCOUNT NAME (ie. JOHN SMITH)	
BSB NUMBER (XXX-XXX)	
BANK ACCOUNT NUMBER	
SUPERANNUATION FUND NAME	
SUPERANNUATION MEMBER NUMBER	
TAX FILE NUMBER	

SECTION 4 - FILE & CERTIFICATE UPLOADS

Please provide the relevant files and certificates in order to process your application / registration.

- Resume
 - Licenses (Drivers and High Risk). Please provide images of both sides of each / all licenses.
 - Certificates (Eg. Confined Space, Working at Heights and Gas Test Atmosphere)
 - Standard 11 (Induction Surface Operations)
 - Section 4 (Coal Board Medical)
 - Trade Papers
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Thank you!

Our Recruitment Manager will be in contact with you soon to discuss your application.