## EMPLOYER DETAILS

| | |
|---|---|
| Business Name | |
| ABN Number | |
| Business Address | |
| Business Number | |
| Employer Contact Name | |
| Employer Email Address | |
| Employer Mobile Number | |
| Approximately how many employees does this business have? | |

## SERVICE INFORMATION

| | | | |
|---|---|---|---|
| Employment Specialist Name | | | |
| Ostara Site | | | |
| Date of Vacancy | | Vacancy ID | |

## VACANCY INFORMATION

| | | | | |
|---|---|---|---|---|
| Position Name | | | | |
| Potential Start Date | | | | |
| Position Title | Full Time | Part Time | Casual | Contract |
| Position Type | Labour Hire | Apprenticeship | Traineeship | SWS |
| Hours Per Week | | Hourly Rate | | |
| Award Classification | | | | |

## JOBSEEKER REQUIREMENTS

**What are the core responsibilities of the role?**

**What skills or experience is required?**

**What licensing and/or qualifications are required?**

**What qualities and attributes are you looking for in an employee?**

## OTHER REQUIREMENTS

| | YES | NO |
|---|---|---|
| Role accessible by public transport | | |
| Parking available on site | | |
| Working with children's check required for role | | |
| Police check required for role | | |
| Medical clearance required for role | | |
| Would the employer consider a mature age candidate – RESTART | | |
| Would the employer be interested in further discussion about wage subsidies | | |
| Is there the possibility for any roles to be made available in the foreseeable future | | |
| If yes, would the employer be happy for us to assist with recruitment | | |

## EMPLOYER DECLARATION

I understand that Ostara Australia will be assisting my business to fill the job vacancy listed above. I can confirm that the information on this vacancy form is true and correct at time of completion. If any employment information changes, I will inform Ostara immediately.

| Employer Signature | | Date | |
|---|---|---|---|