[](http://www.glenworth.com.au/)

Glenworth Valley Horse Riding P/L ABN: 95 002 589 362 T/A Glenworth Valley Outdoor Adventures  
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**OUTDOOR ADVENTURE EXPERIENCES | CAMPING & ACCOMMODATION | AGISTMENT | EVENTS**

69 Cooks Rd, Glenworth Valley NSW 2250 **p**: 02 4375 1222 **e**: [adventures@glenworth.com.au](mailto:adventures@glenworth.com.au) [www.glenworth.com.au](http://www.glenworth.com.au)

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APPLICATION FOR EMPLOYMENT

**HORSE RIDING ADVENTURE GUIDE**

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| --- | --- | --- | --- | --- | --- |
| **Name:** |  | | | | |
| **Address:** |  | | | | | |
| **Mobile:** |  | Home: |  | | | |
| **Email:** |  | | | D.O.B: |  | |

Have you been to Glenworth Valley before? Yes  No

How many times have you ridden a horse in the last 12 months?........................................................

For general background purposes, please indicate the total number of times you have participated in the following activities in your life, if any?

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Abseiling |  | Horse Riding |  | Kayaking |  | Quad Biking |  | Camping |  |

Do you smoke? Yes  No

Have you smoked in the last 6 months? Yes  No

To carry out the roles and responsibilities for this position, horse riding adventure guides need to possess a good level of physical fitness. As an example, are you able to mount a tall horse (16hh) from the ground unassisted? Yes  No

Please indicate when you are normally available to work? (please tick more than one box if applicable)

|  |  |  |
| --- | --- | --- |
| 5 days per week including weekends | 2 permanent days a weekend | 1 permanent day a weekend |
| School holidays | Occasional (here & there) |  |

Glenworth Valley Outdoor Adventures is a multifaceted business. As a result we often have casual work available in other areas of the business. Please indicate below those areas of the business you are also interested and potentially available to work in? Please note that a separate application may need to be completed depending on which other roles you are also interested in.

Horse riding lesson instructor – school holidays or weekends

Adventure consultant / admin work (phone and web booking enquiries) – midweek

Front office / reception duties – weekends

Table waiting in the Valley Events Centre (primarily weddings and corporate groups) midweek or weekends

Bar work in the Valley Events Centre (primarily weddings and corporate groups) – midweek or weekends

Kitchen / kiosk doing food prep/kitchen hand work in the Valley Events Centre kitchen/Kiosk

Cleaner work in our deluxe eco cabins – midweek or weekends

Farm labouring work in the farm maintenance department – mid week

Adventure activities guide (ie kayaking, quad biking, laser skirmish, abseiling etc) – midweek or weekends

**Please provide a brief outline of your customer service experience?**

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**Please provide a brief outline of your horse riding and any horse work experience?**

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**If you indicated earlier in this application that you are interested in being considered for casual work in other areas of the business please provide a brief outline of your relevant experience for doing this type of work as well?**

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**Out of 10, with 1 being least and 10 being most, how competent and experienced are you with:**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** |
| Providing excellent quality customer service |  |  |  |  |  |  |  |  |  |  |
| Horse riding |  |  |  |  |  |  |  |  |  |  |
| Guiding an adventure activity |  |  |  |  |  |  |  |  |  |  |
| Mounting a tall horse (16hh) unassisted? |  |  |  |  |  |  |  |  |  |  |

**Please list all qualifications and training that you have undertaken (such as Educational, First Aid etc)?**

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**Short listed candidates are required to demonstrate their suitability via a volunteer trial day. If you are successful you will be paid for this day. Are you prepared to undertake a volunteer trial day if you are short listed?** Yes  No

**Employment at GVOA is offered to employees on a six (6) month trial basis which may be extended**

**for a further period if required. Are you prepared to undertake a trial period of employment?** Yes  No

**All GVOA’s employees are required to have a First Aid Certificate.**

**If you don’t already have one or its not current, are you prepared to obtain your own First Aid Certificate?**............... Yes  No

**Employees of GVOA are required by law to have a Working With Children (WWC) clearance.**

**Are you prepared to obtain your own WWC clearance?** Yes  No

**If you already have WWC clearance, please state the number and expiry**

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| *Enter WWC and expiry here* |

**The Government is likely to initially require that only fully Covid 19 vaccinated employees are permitted return to work. Are you willing to voluntarily disclose your Covid 19 vaccination status for rostering purposes If so, please answer the below.**  Yes  No

**Are you fully or part way through being vaccinated** Yes  No

**If No, are you prepared to receive your covid-19 vaccination within the next few weeks?**  Yes  No

**Do you currently hold any horse riding or guiding qualifications such as an AHRC level 3 Trail Riding Certificate or similar?** Yes  No

**If no, are you willing to obtain this in the first 6 months of commencing (at your own expense)?** Yes  No

**All applicants are required to include a copy of their proof of identity such as drivers licence etc.**

**Have you attached a copy of your photo ID to this application?** Yes  No

**Do you have any injuries or disabilities that may affect your ability to carry out the duties stated in the job description?** Yes  No

**If yes, please describe**

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**Please provide details of any workers compensation claims made (or pending) by you or on your behalf? Please be advised that extensive employment background checks are carried out during the final stages of the recruitment process for all short listed candidates, so please answer accurately.**

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**Please outline any disputes or grievances you have pursued against any previous employers.**

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**Please provide details of the last three positions you have held.**

**Position 1 (Most Recent)**

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| --- | --- | --- | --- | --- |
| **Company** |  | | | |
| **Position held** |  | | | |
| **Employment dates** | **From** |  | **To** |  |
| **Name of supervisor** |  | | | |
| **Contact phone number** |  | | | |
| **Description of duties** |  | | | |
| **Reason for leaving** |  | | | |

**Position 2**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Company** |  | | | |
| **Position held** |  | | | |
| **Employment dates** | **From** |  | **To** |  |
| **Name of supervisor** |  | | | |
| **Contact phone number** |  | | | |
| **Description of duties** |  | | | |
| **Reason for leaving** |  | | | |

**Position 3**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Company** |  | | | |
| **Position held** |  | | | |
| **Employment dates** | **From** |  | **To** |  |
| **Name of supervisor** |  | | | |
| **Contact phone number** |  | | | |
| **Description of duties** |  | | | |
| **Reason for leaving** |  | | | |

**What aspects of this position appeal to you the most and why?**

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**What do you believe are some of the main challenges faced in this position and how would you overcome these?**

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**What do you regard as your best skills and past experiences that make you the best candidate for this position?**

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**Please outline what you regard as the best ways to provide outstanding customer service?**

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**Please outline what you regard as the best ways for an adventure guide to provide an exceptional guided tour for the customers on it?**

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**Please provide as much detail as possible about your goals and ambitions for the next three to five years?**

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**Comments: Is there anything else that you would like to add or that you are curious about in relation to the role? Please include your resume.**

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**Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Date:**