

APPLICATION FOR EMPLOYMENT HORSE RIDING ADVENTURE GUIDE

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	
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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)

- | | | |
|---|--|--|
| <input type="checkbox"/> 5 days per week | <input type="checkbox"/> 3-5 days per week | <input type="checkbox"/> 1-3 days per week |
| <input type="checkbox"/> Midweek only | <input type="checkbox"/> Weekends only | <input type="checkbox"/> Both midweek and weekends |
| <input type="checkbox"/> School holidays only | <input type="checkbox"/> Occasional (here & there) | <input type="checkbox"/> Other: |

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?

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

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?

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	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Horse riding	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Risk & Safety management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Guiding, instructing and coaching	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mounting a tall horse (16hh) unassisted?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Microsoft Office suite of programs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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

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

Enter WWC and expiry here

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

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.

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

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

Position 1 (Most Recent)

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

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

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

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.

Signature: _____

Date: