**Toozly Jobseeker Profile**

A Toozly Jobseeker Profile allows you to be found by employers who are registered with Toozly and looking for hard working and dedicated staff with disabilities. Please complete your profile below and return to:

Kieran Baron Levi

General Manager

Toozly

[kieran@toozly.com.au](mailto:kieran@toozly.com.au)

**1 – Identity**

First Name:<PLEASE ENTER FIRST YOUR NAME>

City:

Suburb:<PLEASE ENTER SUBURB>

Post Code:

Email address:

**2a. – Profile**

Please write a short Bio about yourself (About 2-3 Paragraphs)

This will be the first thing an employer will see, so it should ***briefly*** summarise your skills, abilities and experience and entice the employer to look at your full profile and resume.

**2b. – My top 10 Qualities**

(eg. Punctual, Reliable, Great Communicator, etc)



**3 – Employment History**

Please provide a copy of your resume as a separate attachment to this form. If you email your resume it will be uploaded to your Toozly Profile for potential employers to download. If you do not have a resume, please enter your last 3 jobs below. (You do not need to complete this section if you attach or send your resume).

Company Name :

Job Title:

Start date or Year:

End date or Year (write “current” if still employed):

Company Name :

Job Title:

Start date or Year:

End date or Year (write “current” if still employed):

Company Name :

Job Title:

Start date or Year:

End date or Year (write “current” if still employed):

**4 – Education**

Institution Name :

Course/Degree:

Year of completion (write “current” if still studying):

Institution Name :

Course/Degree:

Year of completion (write “current” if still studying):

Institution Name :

Course/Degree:

Year of completion (write “current” if still studying):

**4.b - Other Courses:**

Do you have any of these licences or checks ?

Apply First Aid (Senior First Aid)

CPR

Working with Children Check

Criminal Record Check

Other:

**4.c - Licences:**

C - Car

R - Rider (Motorcycle)

LR – Light Rigid Truck

MR – Medium Rigid Truck

HR – Heavy Rigid Truck

HC – Heavy Combination Truck

MC – Multi Combination Truck

Taxi / Hire Car

Boat

Forklift

Other:

**5 – Diversity**

Do you identify as Aboriginal or Torres Strait Islander (ATSI) ? .

Please confirm that you have a disability:

Do you require workplace modification or reasonable adjustments as a result of your disability ?

Please describe any modifications or adjustments you would like to request here.

Are you registered with an Employment Service ?

Listing your Employment Service Provider / Consultant’s contact details below will allow employers to discuss workplace modifications and any funding that may be available to an employer. You can update this information at any time by logging into your account or calling 1300-TOOZLY.

**Employment Service Contact Details:**

Company Name:

Which of their offices are you registered with? (Suburb)

Consultant or Contact Name:

Consultant or Contact Phone Number:

Consultant or Contact Email:

**Thank you for taking the time to complete this form.**

With the information you have provided, our dedicated Toozly Team will now:

1. Create a FREE Toozly Jobseeker Account for you (if one does not already exist)
2. Setup FREE job alerts based on your career goals, skills and experience
3. Create a FREE Jobseeker Profile using the information you have provided
4. Upload your resume to your profile (if you have attached a digital copy)
5. Upload your photo (if you have attached one)

From all of us at Toozly - we wish you all the best in your job search

Kieran Baron Levi

General Manager

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