

## New Employee Data Collection **Basic Information**

Title First Name		Middle Name (optional)
Last Name		Date of Birth
Job Title (optional)		Gender  Male / Female
Contact Information Phone Number (optional)		Mobile Number
(optional)		
Email		
Address		
Suburb	State	Postcode
Emergency Contact		
Name		Relationship
Contact Number		Email





Employment			
Start Date	Employment Basis		
	Full Time / Part Time / Casual / Contractor		
Income Type			
Salary and Wages/ Closely Held payed	e / Working Holid	day Maker	
Rate			
Salary / Hours			
Additional Tax Details			
Regular / Horticulturist or Shearer / Act	tor, Variety artisi	it & other entertainer / Senior or Pensioner	
Superannuation			
Fund Details		Membership Number	
Bank Account			
Account Name	BSB	Account Number	

