

## Volunteer Application Form

Thank you for expressing an interest in becoming part of the Puffing Billy Railway family. We work together, as a group of people with a wide range of skills and interests and are all involved in supporting the operation of Puffing Billy, as it steams along the line between Belgrave and Gembrook. If you would like to work within a heritage environment, support the operation of our unique steam locomotives and help others to enjoy their railway experience, we would love to have you on board. Our volunteers are from all walks of life and range in age from 6 year olds to 86 years young. Our specialised youth program caters for those aged between 6 and 16 years of age.

To become a registered volunteer with Puffing Billy, please complete this application form and forward it to

Volunteer Services Puffing Billy Railway PO Box 451 Belgrave VIC 3160

or via e-mail to <a href="mailto:volunteering@pbr.org.au">volunteering@pbr.org.au</a>. After receipt, you will be contacted to set up a time to complete the PBR Pathways Program to discuss your interests and skills and to identify a match with an entry level role in the Railway. All information that you provide will be treated in strict confidence and in accordance with the Victorian Government's Information Privacy Act 2000.

## Your personal details - PLEASE PRINT CLEARLY

Family Name			Title	Initials			
Given Names			Preferred Name				
Date of Birth	_ / /	Gende	er 🗌 Male	☐ Female			
Language spoken at l		English	Other				
Are you a Non-reside If Yes, please refer Vo	nt of Australia	□□ Yes					
Contact Details Postal Address			State	Postcode			
Residential Address	Same as post	al Address					
E-Mail :-							
Phone:- Home		Mobile	9				
	If you <b>do not</b> wish the Puffing Billy Railwa		ture marketing or promos box.	itional material from			
OFFICE USE:-	Application Check Date		VC Team Initia				

## **Emergency contacts**

These people are only contacted if	injury/accident occurs	while on the Railway	<ol> <li>It is essential</li> </ol>	you provide full
name and contact details for both p	people.			

First Person to contact in case of emergency					
Relationship to yourself					
Phone Daytime:-	Phone Mobile:-				
Second Person to contact in case of emergency					
Relationship to yourself					
Phone Daytime:-	Phone Mobile:-				
Medical Matters  Please tell us about any medical conditions that you suffer from. This should include any conditions that y are taking medication for, seeking medical advice about and previous operations. It is important that we a aware of anything that may affect your enjoyment of volunteering at Puffing Billy or the safety of yourself, public or other volunteers.  THESE THREE CHECKS MUST BE COMPLETED BEFORE COMMENCING VOLUNTEERIN  Referee Check — REQUIRED FOR ALL VOLUNTEERS BEFORE REGISTRATION IS COMPLETE. Please provide the following details for two people, who are NOT RELATED TO YOU, OR LIVING WITH YOU and WHO ARE OVER 18 and who you have known for MORE THAN 2 YEARS, who are willing to support your application to be a volunteer at Puffing Billy and we are able to contact.  First Referee Full Name — Relation to You —					
Please provide the following details for two people, wh YOU and WHO ARE OVER 18 and who you have kno support your application to be a volunteer at Puffing Bi First Referee	o are NOT RELATED TO YOU, OR LIVING WITH wn for MORE THAN 2 YEARS, who are willing to illy and we are able to contact.				
Please provide the following details for two people, wh YOU and WHO ARE OVER 18 and who you have kno support your application to be a volunteer at Puffing Bi First Referee	o are NOT RELATED TO YOU, OR LIVING WITH wn for MORE THAN 2 YEARS, who are willing to illy and we are able to contact.				
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Please provide the following details for two people, wh YOU and WHO ARE OVER 18 and who you have kno support your application to be a volunteer at Puffing Bi First Referee Full Name  Daytime Phone	o are NOT RELATED TO YOU, OR LIVING WITH wn for MORE THAN 2 YEARS, who are willing to illy and we are able to contact.  Relation to You  Mobile phone				
Please provide the following details for two people, wh YOU and WHO ARE OVER 18 and who you have kno support your application to be a volunteer at Puffing Bi First Referee Full Name  Daytime Phone  Second Referee	o are NOT RELATED TO YOU, OR LIVING WITH wn for MORE THAN 2 YEARS, who are willing to illy and we are able to contact.  Relation to You  Mobile phone				
Please provide the following details for two people, wh YOU and WHO ARE OVER 18 and who you have kno support your application to be a volunteer at Puffing Bi First Referee Full Name  Daytime Phone  Second Referee Full Name  Daytime Phone  Daytime Phone  Getting to Know You - please complete this What do you hope to gain by working at Puffing Bi	Mobile phone  Relation to You  Relation to You  Mobile phone  Section to help us get to know you better				

Please tell us a little about your skills, hobbies and interests								
Wha	t is your current en	nployme	ent st	atus?				
-	aid employment, plea se provide details of yo			Full Time	_	Time ☐ Casual		
If not	in workforce, places i	ndicata						
	in workforce, please i  Student - tertiary  Retired			ent – Secondary pility Pensioner		Student – Primary Unemployed		
	t past work experied let us know about types of occ					cial to the Railway?  It if insufficient space)		
	t is your past/curre  Victorian Railways e provide details			Experience? Interstate Railways		Overseas Railways		
Please	t is your past/curre provide information about volu sations, Animal Welfare, Land	ınteer experi	ience in	other organisations, (such a	<b>her orgar</b> as Service Clui	nisations? bs, Schools, Sporting, Youth		
Do y	ou have any of the	followin	ng qu	alifications? If s	o, bring c	letails to registration.		
	Food Handling Boiler Certificates			R.S.A Certificate Technical Skill		Drivers Licence		

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>	Working with Pub	lic/in Cus	tomer Se		dicate with 1	meaning l	east like	a to 5 mea	ning most
	Working with Public/in Customer Service					2	3	4	5
>	Working as part o	r a team			1	2	3	4	 5
>	Working independ	lently			1	2	3	4	 5
>	Working out of doors							<del></del>	
<b>&gt;</b>	Working with engines/machines					2	3	4	5
		1	2	3	4	5			
>	Working in Admin./organisational roles					2	3	4	 5
(In man marked	t areas are you in by cases, training, either on with *, often start at entry le	the job and/c							Some role
<b>u</b>	Engine Cleaning*		П	Guard/Sign	alman	П	Firer	man	
	Steam Train Drive	er		Diesel Driver				coms	
	Track/Fire Patrol			Maintenanc		☐ Maintenance – 1		e – tracl	
Pass	enger Services		<del></del>						
	Retail/Refresh Assistant*			Hospitality/0	Catering	ng   Catered Trains		ains	
	Conductor/Porter*			Booking Cle	erk		Station Master		ter
Admi	n and Lineside								
	Maintenance - car	riage		Workshop -	- wood		Wor	kshop -	- metal
	Grounds Maint.*			Buildings M	aint.		Gard	dening*	
	Environment*			Museum*			Arch	nives	
	Administration*			Marketing			Pron	notion	
	Publications Other			Computer e	entry		Mail	-outs*	
How	do you plan to tr	avel to t	he Railv	way?					
$\neg$	Own Car		Share	Transport		Public	Trans	sport	
	Bicycle		Walk			Other			
 □ Prefe	erence as regards	s availab	oility to \	Volunteer					
	erence as regards		oility to \		ek days		at w	eekend	S

How	did you	ı learn about volun	teering	g at Puffing Billy R	Railway'	?		
	Puffing	Billy Website		Other website		Press/Media		
	Family	/Friends		Work Colleagues		Other Railways		
	From a	another volunteer		Live Locally		Volunteer Centre		
	Display	ys/Exhibitions/Expos		Brochure/flier				
$\Box$	Referra	al by						
		•						
Puffir	ng Billy	Preservation Soci	iety (P.	B.P.S.) Membersh	ip			
		reservation Society M ement in preservation				ng Puffing Billy Railway		
		Please provide me w	ith more	e information about m	nembersl	nip of P.B.P.S.		
Beco	ming a	Registered Volunt	eer					
intervie	w or reg		le inform	ation to enable referee		olunteer Services at an National Police Check (by		
		Do you agree	to be p	eart of this process?		YES NO		
Signat	ture			Date	of applic	cation / /		
Signat	ure	(of Parent/Guardian if under	18)	Date	of applic	cation / /		
After we have processed your application form, we will be in touch by e-mail or phone to advise you of the next steps in becoming a registered volunteer at Puffing Billy Railway.								
		y questions about you or e-mail <u>volunteering</u>			t the Volu	unteer Services		