



COOMA CALL CENTRE

Expression of Interest

Personal Details

Surname: _____ First Name: _____

Preferred Name: _____ Age: _____

Preferred Title: Mr / Mrs / Ms / Miss or Other (Please Circle)

Contact Details

Number and Street: _____

Suburb/Town: _____ State: _____ Postcode: _____

Telephone Numbers: Home: () _____ Business: () _____

Mobile: _____ Email Address: _____

Education

Education	Level	Facility
High School		
Technical Training		

Computer Skills

Please indicate packages you have worked with and your proficiency with them.

Software/Systems (Window XP/office2007)	Beginner	Intermediate	Advanced

Call Centre Experience

Please indicate your Call Centre Experience

Name of Call Centre	Duties/Product	Dates

Other Employment Experience

Please indicate any work experience other than Call Centre.

Company Name	Duties	Dates

Availability Sheet For Casual Staff

Cooma Call Centre produces a forward planned roster and employees are expected to be available to fill shifts according to the roster and contract requirements.

You are required to be available for

- Inbound customer contact
- Outbound customer contact
- Outbound market research
- Surveys

It is essential that you be willing to be called into work at short notice.

Please attach a current resume.

I have read and understand the requirements of employment with Cooma Call Centre

SignedDate

Once you have filled your details you can either hand in your Expression of Interest form together with a current resume

Or

You can fax your Expression of Interest and Resume to: **(02) 6452 6677**

Email: info@coomatechcentre.com.au

or

Post to: **Cooma Call Centre, PO Box 280, COOMA NSW 2630.**