

# Careers at *AJ Watch Repairs*

## Job Application Form

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### Introduction (Top of Page)

At AJ Watch Repairs, we believe fine watchmaking is a discipline built on patience, precision, and integrity. This application allows us to understand not only your skills and experience, but also your respect for craftsmanship and professional responsibility.

Please complete all relevant sections carefully. Incomplete applications may not be considered.

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### Section 1 – Personal Details

**Full Name:**

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**Preferred Name (if different):**

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**Date of Birth (optional):**

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**Phone Number:**

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**Email Address:**

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**Residential Address:**

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## Section 2 – Right to Work (Australia)

Do you have the legal right to work in Australia?

- Yes
- No

If applicable, please specify visa type and expiry:

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## Section 3 – Position Applied For

**Position Title:**

- Apprentice Watchmaker
- Qualified Watchmaker
- Watch Technician
- Polisher / Case & Bracelet Restoration
- Customer Service / Front of House
- Other (please specify): \_\_\_\_\_

**Employment Type:**

- Full-time
- Part-time
- Casual
- Apprenticeship / Traineeship

**Availability (days / hours):**

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## Section 4 – Horological Experience

**Years of relevant experience:**

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**Formal qualifications / training (if any):**

(e.g. WOSTEP, SAWTA, AWCI, in-house training, apprenticeship)

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**Brands or movements you have worked with:**  
(e.g. ETA, Sellita, Rolex, Omega, Seiko, vintage calibres)

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## Section 5 – Technical Skills

(Please tick all that apply)

- Mechanical watch servicing
- Quartz diagnostics and repair
- Chronograph servicing
- Vintage watch repair
- Water resistance testing
- Case and bracelet refinishing
- Brand Specific training
- Timing machine operation
- Fault diagnosis
- Parts sourcing and identification
- Customer estimates and reporting

Additional skills or specialisations:

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## Section 6 – Tools & Workshop Practice

Do you own personal watchmaking tools?

- Yes
- No

If yes, please briefly describe:

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Describe your approach to cleanliness, organisation, and precision in a workshop environment:

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## Section 7 – Work Ethic & Professional Values

At AJ Watch Repairs, integrity and accountability are essential.

Please briefly answer the following:

**What drives you to work in watchmaking?**

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**How do you ensure accuracy and consistency in your work?**

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**How do you handle responsibility for high-value or sentimental timepieces?**

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## Section 8 – References

Please provide **two professional references** (workshop supervisors, employers, trainers preferred).

**Reference 1:**

Name: \_\_\_\_\_

Relationship: \_\_\_\_\_

Phone / Email: \_\_\_\_\_

**Reference 2:**

Name: \_\_\_\_\_

Relationship: \_\_\_\_\_

Phone / Email: \_\_\_\_\_

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## Section 9 – Supporting Documents

Please attach (if applicable):

- Resume / CV
- Cover Letter
- Trade certificates or qualifications

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## Section 10 – Declaration

I declare that the information provided in this application is true and correct to the best of my knowledge. I understand that AJ Watch Repairs services authentic timepieces and maintains strict professional and ethical standards.

**Applicant Signature:** \_\_\_\_\_  
**Date:** \_\_\_\_\_

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Thank you for your interest in joining AJ Watch Repairs. Due to the specialised nature of our work, only shortlisted applicants will be contacted. All applications are treated with strict confidentiality. AI generated answers and generated resumes will be automatically rejected.