



Application for Employment

POSITION APPLIED FOR: _____

PERSONAL DETAILS

Surname: _____ **Given Names:** _____

Title _____

Address: _____

Postcode: _____

Tel No: (Home) _____ **(Mobile)** _____

(Work) _____ **Email** _____

Previous Surname: _____

Will you undertake to develop and maintain an adequate understanding of Catholic teachings, to demonstrate Christian values and to educate students in accordance with the Catholic educational philosophy?

[teaching roles only]

Yes No

Will you undertake to develop and maintain an adequate understanding of Catholic teachings, to demonstrate Christian values and to conduct yourself in accordance with the Catholic ethos in your interactions with students and other staff?

[non-teaching roles only]

Yes No

Are you currently employed: Yes No

If 'yes' state nature and place of employment:

How did you hear about this vacancy?

PROFESSIONAL ASSOCIATIONS

Qualifications and Membership of Professional Bodies (State the Abbreviation you are entitled to show on correspondence, e.g. B.Sc. M.A.C.E.):

TYPE OF POSITION APPLIED FOR

Full-Time

Part-Time

Casual Relief

EMERGENCY CONTACTS

Surname:

Given Names:

Telephone:

Address:

Postcode:

SCHOOLS ATTENDED

Primary	Secondary

TERTIARY AND FURTHER EDUCATION

Name of Institution	From	To	Qualification

OTHER INFORMATION (please list e.g. Significant In-Service, Linguistic or other skills, past employment)

Please provide details of any pre-existing injuries or medical conditions that you have which could reasonably be expected to be aggravated by performing the duties of the position (outlined in the **attached** position description) for which you are applying:

Date of Injury/condition	Nature of injury/condition	Status of condition

Please note that:

- If you knowingly supply false or misleading information, you will not be entitled to compensation or be able to seek damages for any event that aggravates the pre-existing injury or medical condition.
- In respect of any decision about your application for employment, information about your health is only relevant to the extent that it may affect your ability to perform the genuine occupational requirements (or inherent requirements) of the position applied for.

Are you currently registered with the Queensland College of Teachers?

[teaching roles only]

Yes No **Number:** _____

Are you the current holder of a blue card or exemption card?

Yes No **Number:** _____

Have you ever been convicted in a court of law?

Yes No

RIGHT TO WORK IN AUSTRALIA

Are you legally entitled to work in Australia?

Yes No

Please nominate the basis upon which you are legally entitled to work in Australia:

Australian Citizen Other basis: _____
 Visa number/expiry: _____

Please note that:

- If you are selected for an interview, you may be required to produce evidence of your entitlement to work, such as a birth certificate, passport or visa.

Signature: Applicant

Date:

FOR COLLEGE USE ONLY

ENGAGEMENT DETAILS

Reason for Appointment:

Superannuation Fund: Member No:

Pay Scale: Award Level:

Band/Step:

Category of Position

- Full-time Continuing
- Full-time Fixed Term
- Part-time Continuing
- Part-time Fixed Term
- Casual / Relief

In part-time position, number of hours per week:

Commencement Date: Termination Date:

Documentary Evidence (Copies of all documents to be included)	Originals Sighted	Documents Attached
a) Qualifications listed on Page 2		
b)		
c) Academic transcript		
d)		
e)		
f)		

Signature:

Head of Staff Services: **Date:**