



APPLICATION FOR EMPLOYMENT

Casual and Contract

PERSONAL DETAILS

SURNAME		<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Dr
OTHER NAMES		
ADDRESS		POSTCODE
EMAIL ADDRESS		
TELEPHONE	Private	DATE OF BIRTH (state date of birth if 21 or under)
	Business	
If you are not an Australian Citizen, please indicate your residential status:	PERMANENT RESIDENT	YES <input type="checkbox"/> NO <input type="checkbox"/>
	TEMPORARY RESIDENT	YES <input type="checkbox"/> NO <input type="checkbox"/>

AVAILABILITY DETAILS

<input type="checkbox"/> Casual	<input type="checkbox"/> Full Day	<input type="checkbox"/> Half Day (<input type="checkbox"/> am <input type="checkbox"/> pm)	<input type="checkbox"/> Evenings
<input type="checkbox"/> Monday	<input type="checkbox"/> Tuesday	<input type="checkbox"/> Wednesday	<input type="checkbox"/> Thursday
<input type="checkbox"/> Friday	<input type="checkbox"/> Saturday	<input type="checkbox"/> Sunday	

Note: Full time and part time contracts for less than six months are not available for entry level employment (i.e. level 1 officers) unless you have passed the Public Sector Recruitment Test and are currently registered with the Public Sector Management Division (PSMD), Department of the Premier and Cabinet.

Have you passed the test and are you currently registered with PSMD? Yes (attach documentation) No

HR USE ONLY

Currency of test information checked: Yes No Signed: Date:

WORK SOUGHT

<input type="checkbox"/> Professional	e.g. Librarian, Curator
<input type="checkbox"/> Para Professional	e.g. Library Technician, Technical Assistant
<input type="checkbox"/> Administration	e.g. Secretarial, Clerical
<input type="checkbox"/> Other	e.g. Security Attendant, Van Driver, Storeperson

There are a number of agencies which make up the Department of Culture and the Arts. Please indicate your preference where you would like to be placed by ticking the appropriate box:

<input type="checkbox"/> Art Gallery of WA	<input type="checkbox"/> Perth Theatre Trust
<input type="checkbox"/> Development and Strategy (arts funding)	<input type="checkbox"/> ScreenWest
<input type="checkbox"/> Business Support (Human Resources, Finance, Information Technology, Planning and Policy, or general clerical/administration support)	<input type="checkbox"/> State Library of WA
	<input type="checkbox"/> State Records Office
	<input type="checkbox"/> WA Museum

APPLICANT'S NAME

ACADEMIC DETAILS

Qualification	Educational Institution	Year

EMPLOYMENT HISTORY

Employer	Position Held	Dates	Reason for Leaving

Attach supporting documentation if required.

APPLICANT'S NAME

SUPPLEMENTARY DETAILS

DUTY TO DISCLOSE INFORMATION

There is an onus on potential employees to inform the Department of matters that are relevant to your employment. Such matters would include, but not be limited to: health, workers compensation claims, qualifications, training, and experience. This information needs to be provided if it in any way impacts on your ability to perform the duties of the position.

It must be highlighted that the disclosure of relevant matters that impact on your ability to perform the duties of the proposed position is not a barrier to the consideration of your employment application. The Department is an equal opportunity employer and efforts will be made, where appropriate, to accommodate special needs.

To the best of your knowledge are there any relevant matters that would impact on your ability to perform the duties of the proposed position?

No Yes (please give details).....
.....
.....
.....
.....
.....
.....
.....
.....

(if insufficient space use the back of the page)

Note: Non disclosure of such matters may have an adverse effect on your employment if discovered at a later time.

SEVERANCE PACKAGE

Are you in receipt of a severance package?

No Yes (please give date of expiry)

CONVICTIONS

DO YOU HAVE ANY CURRENT CONVICTIONS FOR ANY OFFENCES FROM ANY COURT, OR ARE YOU CURRENTLY THE SUBJECT OF ANY CHARGE PENDING BEFORE ANY COURT? YOU DO NOT NEED TO GIVE DETAILS OF ANY CONVICTION WHICH YOU HAVE HAD DECLARED SPENT (Spent Convictions Act 1988).

No Yes (please give details)

Note: A criminal record does not necessarily disqualify an applicant. If rejection of your application is considered solely because of a criminal record, you will be given the opportunity to discuss the matter fully before a final decision is made.

I DECLARE THE INFORMATION CONTAINED IN THIS APPLICATION TO BE TRUE IN ALL RESPECTS. I ACKNOWLEDGE THAT ANY STATEMENT WHICH IS FOUND TO BE FALSE OR DELIBERATLEY MISLEADING WILL MAKE ME, IF EMPLOYED, LIABLE FOR DISMISSAL.

Date:

Signature