

## Application for Employment: Confidential

This application will remain on our system for 12 months, after which it will need to be updated and re-submitted to remain on our records for consideration. The information provided will be used to assess your suitability for an interview. Therefore please take your time with the application, to ensure all information is accurate, legible, and well considered. Applications are accepted from persons regardless of sex, race, ethnic background or physical disability.

### Personal Details

Title		Surname	
First Names			
Preferred Name (if applicable)		Date of Birth	
Work Phone		Home Phone	
Mobile			
Email			
Citizenship	If you are not a permanent Australian Citizen please detail your visa type and expiry date:		

### Pre-Employment Essential Criteria

*(Applicants need to meet these criteria or do so before employment begins)*

Current DCSI Checks (if a positive police clearance is recorded, employment may still be allowed depending on the nature and times of the offending)	Yes		No	
Current South Australian Drivers Licence	Yes		No	
Senior First Aid Certificate	Yes		No	

### Life Experience

Please briefly detail your life experiences, not only work but significant travel, hobbies, interests, raising a family etc:

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## *Life Experience (Continued)*

How do you think the experiences above will help you to be an effective worker with InComPro Inc:

What life experiences have you had from an Aboriginal cultural perspective in your personal life:

## Work Experience

Please identify previous experience working with people who have a disability or who require on-going support. This can be paid work, as a volunteer, or as a carer.

**Disability / Discipline**

Please briefly describe the nature of the experience and your role:

Physical Disability

Intellectual Disability

Acquired Brain Injury

Autism Spectrum Disorder

Challenging Behaviour

Mental Health

Vision Impairment

Hearing Impairment

Youth

Aged

Other Disability (specify)

Please detail work experience from an Aboriginal cultural perspective:

<b>Training/Courses/Qualification</b>			
<b>Name of Course</b>	<b>Date Completed</b>	<b>Still Studying</b>	<b>Date Left Course</b>

<b>Other Skills and Abilities (Relevant to the Position)</b>

<b>Referees</b>		
Please provide the names and contact details of three work related referees:		
<b>Name</b>	<b>Position</b>	<b>Contact Details</b>
1.		
Office Only: Referee Check – date – time – response:		
2.		
Office Only: Referee Check – date – time – response:		
3.		
Office Only: Referee Check – date – time – response:		

### Medical History

Failure to disclose pre-existing medical conditions could by default lead to the organisation breaching the Work Health & Safety Act and place a worker at risk. This is therefore an offence and could result in immediate dismissal.

The requirements of this position can involve some repetitive work including minor lifting and bending. Is there anything in your medical history that would prevent you from meeting this requirement?  YES  NO

Staff are required to have an ability to work under pressure, work with a potentially difficult client base, meet important timelines, and routinely engage with clients and other staff whenever necessary. Is there anything in your medical history that would prevent you from meeting this requirement  YES  NO

If there is a "Yes" answer to either of the above questions please provide details below:

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### Availability

*(Insert X, when you would be available to work – indicative only)*

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Day							
Afternoon / Eve							
Overnight							

### Submitting the Application

1. Fill out the application form.
2. Attach supporting documentation.
3. Attach a resume (with employment history & education).
4. Post to Shop 14, 41 Bagster Rd, Salisbury North SA 5108.

**We will respond in due course to inform you of the outcome of your application.**