



Application for employment

Position applied for: _____
 Date of application: _____ Availability to commence: _____

How did you find out about this position?

- Seek Christian Jobs Ethical jobs Wesley Mission intranet Wesley Mission website
 LinkedIn Other (specify) _____
 Staff referral (Please print name of employee who referred you) _____

Your details

Title: Rev. Mr Mrs Miss Other (please specify) _____

Surname: _____ Given name(s): _____

Contact phone: _____
 Home _____ Mobile _____ Work _____

Email: _____

Do you speak any languages other than English? No Yes (please specify) _____

Centrelink information (for supported employees only)

Type of benefit: _____

Centrelink referral? No Yes - Centrelink referral number: _____

Are you legally entitled to work in Australia?

- Yes, I am an Australian/New Zealand citizen or permanent resident (please provide evidence)
 Yes, I hold a valid work visa (please attach a copy and provide details below)

Type of Visa: _____ Expiry date: _____

In the last 10 years, have you spent more than six months in a country while over the age of 16 years?

- No Yes (please list all relevant countries and contact Wesley Mission to ask if you will require international police checks) _____

Have you previously worked for Wesley Mission? No Yes (please provide details below)

Date employed: _____ Position held: _____

Centre/program name: _____ Reason for leaving: _____

Do you have an existing connection to any Wesley Mission staff member or service? (e.g. Foster care)

- No Yes (please provide details) _____

Please state your highest level of education

Year 12 Certificate/ Diploma Bachelor Degree Masters Other

Please Specify _____

Please provide relevant registration/ licence details below

Driver licence Class: _____ Licence number _____

Profession / qualifications held: _____
 Registration number _____ Practising certificate anniversary date _____

Trade qualification: _____ Licence number: _____

Vaccination history: If vaccination history is required for the role, please provide evidence prior to first day of work

Covid-19 Nil Full Date of 2nd dose: _____ Flu Date last received: _____

Others: Please list: _____

Criminal history check / Working with Children Check

Staff in a child-related role must obtain/ hold a current Working with Children check. If you already have a clearance letter, please provide your WWC or APP number: _____

It is a condition of employment that all applicants consent to undergo a criminal history check prior to engagement

Have you been convicted of a criminal offence that may prevent you from carrying out the duties related to this position?

No Yes (please provide details below)

Work Health & Safety

Do you have any past or current medical condition which may affect your performance in the role for which you have applied?

No Yes (please provide details below)

Do you have any past or current medical condition which may be aggravated or worsened by the duties of the role?

No Yes (please provide details below)

Please note: Your appointment may be subject to you undergoing a health assessment.

Conditions associated with this application

I acknowledge that:

- Wesley Mission will release information on this application form to nominated individuals participating in the recruitment and selection process. I am also aware that, under the Privacy Act Amendment (2000), Wesley Mission will take all reasonable steps to protect this information.
- If my application is unsuccessful, this form shall be kept for no longer than six (6) months before being destroyed.
- If offered employment, this form will become the basis of my personal file, and will be forwarded to Wesley Mission's HR Department, and a copy of this form will be retained at the Centre/Program where I will be employed by the Manager/Supervisor.
- If successful, I will adhere to the requirements of my letter of employment, award or agreement, the Wesley Mission Code of conduct, and policies and procedures of Wesley Mission.
- Wesley Mission is a Christian organisation requiring staff to affirm to our values:

Our Vision	Do all the good you can, by all the means you can, in all the ways you can, in all the places you can, at all the times you can, to all the people you can, as long as ever you can.
Our Mission	Continuing the work of Jesus Christ in Word and deed.
Our Values	Out of Christian love and compassion, Wesley Mission is driven by <ul style="list-style-type: none"> - Christlike Servanthood - Unfailing Integrity - Courageous Commitment.

Wesley Mission endeavours to translate these values into practical policies and behaviour so they actively shape and define the character of the Mission and the decisions we make within it.

I have read and understood the above conditions of associated with this application and hereby affirm Wesley Mission's values statement. Furthermore, the information stated on my application for employment is true and correct to the best of my knowledge and belief. I am aware that any false or inaccurate information given by me may prevent my employment or be the cause for my dismissal.

Signature of applicant: _____ Date: _____