**APPLICATION FOR TEMPORARY EMPLOYMENT – HOSTEL ROLES**

Please complete this form to register your interest for the AHL Temporary Employment Register. The Temporary Employment Register enables AHL to access appropriately skilled and experienced individuals at short notice for non-ongoing employment opportunities. Non-ongoing employment may be offered for a specified term of up 12 months initially, with the possibility of an extension, not exceeding a maximum period of 18 months.

Indigenous jobseekers and non-Indigenous jobseekers with a commitment to working with First Nations peoples are encouraged to apply.

Applying to the Temporary Employment Register does not guarantee employment.

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **MULTIPURPOSE AND MEDICAL HOSTELS**  Please indicate which role(s) and location(s) are you applying for: (APS level may vary) | | | | | | | | | | |
| **APS 2:**  Housekeeper  Cook/Kitchenhand  Night Attendant (Security)  **APS 4:**  Assistant Hostel Manager  **APS 5:**  Hostel Manager | | | | | | | | | | |
| **NSW/VIC** | **WA/SA** | | **NT** | | | **QLD** | | | | |
| Sydney  Newcastle  Tamworth  Melbourne | Perth Kalgoorlie  South Hedland Broome  Adelaide | | Alice Springs  Darwin Nhulunbuy  Katherine  Tennant Creek | | | Brisbane  Mackay  Mount Isa  Townsville  Rockhampton | | | Cairns  Thursday Island | |
| **SECONDARY EDUCATION HOSTELS**  Please indicate which role(s) and location(s) you are applying for: (APS level may vary) | | | | | | | | | | |
| **APS 2:**  Housekeeper  Cook/Kitchenhand  Night Attendant (Security) **APS 5/6:**  Head of Boarding **APS 4/5**  Deputy Head of Boarding A**PS 3/4:**  Residential Youth Worker | | | | | | | | | | |
| **NSW** | | **NT** | | | | | **QLD** | | | |
| Sydney  Newcastle  Dubbo | | Katherine Tennant Creek | | | | | Thursday Island | | | |
| **YOUR PERSONAL DETAILS:** | | | | | | | | | | |
| **Title:**  Mr  Mrs  Ms  Miss  Mx  Dr  Prefer not to say | | | | | | | | | | |
| First Name: | | | | Last Name: | | | | | | |
| Preferred Name: | | | | | | | | | | |
| Address: | | | | | | | | | | |
| Suburb: | | | | State: |  | | | Postcode: | |  |
| Telephone: | | | | Email: | | | | | | |
| **Are you an Australian Citizen?**  Yes  No – Have you applied for Australian Citizenship  Yes  No  **Note:** *Australian citizenship is a condition of employment in the Australian Public Service. If selected for employment, you* ***must*** *be able to provide proof of Australian citizenship.* | | | | | | | | | | |

|  |
| --- |
| **AVAILABILITY:**  Our hostels operate 24/7, 365 days a year (excluding school holidays in Secondary Education hostels). This means that many roles involve weekend and/or shift-work. **Please indicate the type of position/hours you are looking for?** |
| **Please indicate the type of position/hours you are looking for?**  Full-time  Part-time  Casual (on-call only) |
| **YOUR CURRENT EMPLOYMENT DETAILS:** |
| **Tell us about your current employment:**  \_\_\_\_  **If successful, will AHL be your only employment?**  \_\_\_\_ |

|  |  |  |
| --- | --- | --- |
| **WORKPLACE DIVERSITY INFORMATION (optional):** | | |
| **What is your gender?**   Male  Female  Indeterminate/Intersex/Unspecified  Prefer not to say  **Do you identify as an Aboriginal or Torres Strait Islander person?**  Yes  No  **Do you identify as someone with a disability?**  No  Yes or  if yes, and I wish to apply under the RecruitAbility scheme.  **Do you require any adjustment for interview?**  No   Yes  **Have you worked for AHL before?**  No -  Yes – if yes, when and where:  **Do you have a relative or friend who works for AHL?**  Yes, their name is:  No  **How did you become aware of employment opportunities with AHL?**  APS Jobs  AHL website  Seek  Facebook  Indigenous media outlet  Word of mouth  Other | | |
| **TELL US WHY YOU ARE INTERESTED IN A ROLE WITH AHL:** | | |
|  | | |
| **REFEREE REPORT –** provide details of your nominated referees below. | | |
| **Referee Name:** | **Referee 1** | **Referee 2** |
| **Referee’s Position:** |  |  |
| **Organisation:** |  |  |
| **Contact Number:** |  |  |
| **Email:** |  |  |

|  |  |
| --- | --- |
| **CHARACTER CHECKS:** | |
| **IMPORTANT:** All applicants to be employed by AHL will be subject to pre-employment checks, including a National Police History Check. **When answering these questions, you are required to declare any convictions including driving related offences and/or any current matters pending before a court.** General speeding or parking infringements that did not result in a summons to court are excluded. | |
| Do you have any criminal history? This includes convictions, driving related offences and/or pending court outcomes. **If yes, provide details below.** | Yes  No |
| Are you currently the subject of/or applicant in any pending court matters?  **If yes, provide details below.** | Yes  No |
| Have you ever been the subject of a misconduct investigation as a result of you breaching the APS Code of Conduct or employment standards set by your employer (if employed in the private sector/non-APS roles)?  **If yes, what was the result of that investigation? Provide details below.** | Yes  No |
| Have you resigned from any previous employment immediately before an investigation into allegations you may have breached the APS Code of Conduct or employment standards set by your employer (if employed in the private sector/non-APS role) was commenced?  **If yes, provide details below.** | Yes  No |
| Has your employment ever been terminated for conduct or performance issues?  **If yes, provide details below.** | Yes  No |
| Details: | |
| **WORKING WITH CHILDREN CHECK (WWCC)** | |
| Please indicate your Working with Children Check (WWCC) status below:  I do not have a WWCC  I have applied for a WWCC  I am not permitted to hold a WWCC  I have a valid WWCC – please provide details below:  **State/Territory:** **WWCC number**: **Expiry date**: | |
| **DECLARATION:** | |
| Declare that the information provided by me in this application is true and correct. I understand giving false or misleading information in my application, including my Declaration of Criminal History, may be in breach of the APS Values and Code of Conduct, which may affect my employment with AHL. | |
| **Full Name:** \_\_\_\_  **Signature and Date:** \_\_\_\_\_\_\_\_  **Note:** when submitting an application electronically, a signature will not be required. You agree, that by choosing to submit your application electronically, you declare the above statements to be true. | |

Please submit your completed application form and resume to[**jobs@ahl.gov.au**](mailto:jobs@ahl.gov.au)

Applications received will remain active until 30 June 2025. By registering your interest, there is no guarantee of an offer of employment.