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| **PERSONAL DETAILS – APPLICANT TO COMPLETE** | | | | | | | | | | | | | | | |
| Mr  Ms  Mrs  Miss  Other  please specify: | | | | | | | | | | | | | | | |
| **First Name:** |  | | | | | | | | **Last Name:** | |  | | | | |
| **Preferred Name:** | |  | | | | | | | | | | | | | |
| **Address:** |  | | | | | | | | | | | | | | |
| **Town/Suburb:** |  | | | | | | | **State:** | |  | | **Postcode:** | |  | |
| **Email:** |  | | | | **Phone:** | |  | | | | | | | | |
| **Are you an Australian Citizen?** | | | | Yes  No  - if no, have you applied for citizenship? Yes  No | | | | | | | | | | | |
| *Australian citizenship is a condition of employment in the Australian Public Service. If successful in applying for a position at AHL you* ***must*** *be able to provide proof of Australian citizenship. Only in exceptional circumstances will non-citizens be considered for employment.* | | | | | | | | | | | | | | | |
| **Do you have a current Working With Children Check?** Yes  No | | | | | | | | | | | | | | | |
| State/Territory: |  | | Card Number: | | |  | | | | | | | Expiry Date: | |  |
| **HOSTEL NETWORK (AUSTRALIA WIDE)** | | | | | | | | | | | | | | | |
| **Please tell us which role(s) and location(s) you are applying for in the Hostel Network:**   |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | **APS Level 3** | | | | **APS Level 2** | | | | Hostel Manager / Assistant Hostel Manager | | | | Housekeeper  Cook/Kitchenhand  Night Attendant (Security) | | | | **NT** | | **NSW/VIC** | | **QLD** | | **WA/SA** | | Darwin | | Sydney | | Brisbane | Rockhampton | Perth | | Nhulunbuy | | Newcastle | | Mackay | Townsville | Kalgoorlie | | Katherine | | Tamworth | | Mount Isa | Thursday Island | South Hedland | | Tennant Creek | | Melbourne | | Cairns |  | Broome | | Alice Springs | |  | |  |  | Derby | |  |  |  |  |  |  | Adelaide |   **Secondary Education Hostels only – positions and locations:**   |  |  |  |  | | --- | --- | --- | --- | | **APS Level depending on location:** | | |  | | **APS Level 5/6** | **APS Level 4/5** | **APS Level 3/4** | **APS Level 2** | | Head of Boarding | Deputy Head of Boarding | Residential Youth Worker | Housekeeper  Cook   Night Attendant (Security) | | **NT** | **NSW** | **QLD** | **WA** | | Wadeye  Katherine | Sydney  Dubbo | Thursday Island | Kununurra | | Tennant Creek | Newcastle |  |  | | | | | | | | | | | | | | | | |

**APPLICATION FOR TEMPORARY EMPLOYMENT   
HOSTEL ROLES**

Please complete this form to be registered on the AHL Temporary Employment Register. The Temporary Employment Register enables AHL to access appropriately skilled and experienced individuals at short notice for employment opportunities. Non-ongoing employment may be offered for a fixed term, up to 18 months initially and a maximum period of three years in total.

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| **AVAILABILITY** | | | | |
| *To service the Aboriginal and Torres Strait Islander community, our hostels are operational 24/7 – 365. This means that some roles may require weekend and/or shift work (penalty rates apply).*  **Please tell us what kind of hours you can work:**  Full‐Time – Monday to Friday only  Full‐Time – Including Weekends  Part‐Time | | | | |
| **YOUR CURRENT EMPLOYMENT DETAILS** | | | | |
| **Tell us about your current employment:** | | | Not currently employed OR  Full-time  Part-time  Australia Public Service  State/Territory Public Service   Private Sector  Do you intend to continue your current employment if successful for employment with AHL?  Yes  No | |
| **WORKPLACE DIVERSITY DETAILS (Optional)** | | | | |
| Gender: ☐ Male ☐ Female ☐ X – Non-Binary ☐ Choose not to disclose | | | | |
| Are you of Aboriginal or Torres Strait Islander descent? | | | No  Yes | |
| Do you identify yourself as a person with a disability? | | | No  Yes | |
| Have you worked for AHL before? | | | No  Yes - where: | |
| Do you have a relative or friend that works for AHL? | Yes - please provide details:  No | | Name of Relative: Hostel: Relationship to you: | |
| **Please tell us how you became aware of this vacancy**:  APSjobs  Seek.com  Newspaper  Other - please state: | | | | |
| **CAN YOU TELL US WHY YOU ARE INTERESTED IN THE ROLE?** | | | | |
|  | | | | |
| **REFEREE DETAILS – Please provide details of two referees (if possible, please include a current supervisor)** | | | | |
|  | | **Referee 1** | | **Referee 2** |
| Name of Referee: | |  | |  |
| Referee’s Position: | |  | |  |
| Organisation: | |  | |  |
| How long did they supervise you: | |  | |  |
| Contract Number: | |  | |  |
| Email: | |  | |  |

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| **IMPORTANT: DECLARATION OF CRIMINAL HISTORY -** All candidates 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 convictions, driving related offences or pending court outcomes which are less than 5 years old? **If Yes, provide details below.** | | | | Yes  No | |
| Do you have any convictions, driving related offences or pending court outcomes which are over 5 years old, and/or where the sentence imposed was imprisonment?   **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 subjected to investigation under the APS Values and Code of Conduct?  **If Yes, provide details below.** | | | | Yes  No | |
| **Details:** | | | | | |
| **DECLARATION - In applying for a position with AHL I hereby declare that:** | | | | | |
| **As an Australian citizen**, I am eligible for non-ongoing or ongoing employment, and if successful can provide a birth certificate, valid Australian passport, or citizenship certificate to support my application. I consent to undergo pre-employment checks. If required, I agree to obtain a Working with Children Clearance (or similar). I understand that the procedure and timeframe for obtaining certification is administered by the state or territory where the position is to be filled. I am aware that I must maintain my certification while employed by AHL.  **I declare that the information provided by me in this application is complete and true. 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:** |  | **Date:** |  | | |
| *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.* | | | | | |

**Once completed, please submit this form and your CV via email to** [**applications@ahl.gov.au**](mailto:applications@ahl.gov.au)

Applications received will remain active until **30 June 2021.** Please note by registering your interest, there is no guarantee of an offer of employment. You may be contacted regarding your application if a vacancy arises that matches your skills and experience