



EMPLOYMENT APPLICATION

Thank you for your interest in joining Arden Anglican School.

Please collate this completed application form and supporting documents, as requested on page 4, in PDF format and submit by email to hr@arden.nsw.edu.au

Incomplete applications and omitted supporting documents may delay the School's ability to consider and process an employment application

1. Position

Permanent

Temporary

Full-time

Part-time

Casual



The information provided in this form and any supporting documentation (including identification) will be used by the School to manage risk/s associated with its legal obligations in ensuring the protection of children and young persons in its care as well as responding to any health or other emergency directives from NSW Government or regulatory agencies.

The School will rely on the information provided in this form to support its decision in determining individual suitability to child-related work. Information will be retained and destroyed in accordance with the School's Privacy Policy and any associated or applicable NSW legislation. Disclosure will be as required by law only.

By submitting this form you declare that the information provided under **Medical Condition/s**, is at the time of completion and submission, a true representation of any known/diagnosed condition/s which may impede or impact the carrying out of the full range of duties of a teacher (if applicable). You also acknowledge that any statement found to be false or deliberately misleading/inaccurate may result in non-acceptance of the application, termination of employment or external agency reporting, as appropriate.

2. Personal Details

Title (Mr, Mrs, Ms, Miss, Dr)

Given name/s

Surname

Former name/s if applicable

Date of Birth DD / MM / YYYY

Gender

Residential Address

Suburb

State

Postcode

[Address for Correspondence](#) if different to residential

Suburb

State

Postcode

Home phone

Mobile phone

Email

Country of Citizenship

Australian Resident

Yes

NO

[If NO, attach appropriate Visa](#)

Church Affiliation

If no current Church affiliation, do you agree to model and uphold the School's Christian ethos?

WWC No.

Expiry

3. Education

Higher Education (as applicable). Provide details of most recent attainment, including current incomplete courses. Evidence of qualifications must be attached.

Qualification	Date attained
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Qualification	Date attained
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Professional Memberships (as applicable). Eg, AHPRA.

Organisation / Entity	Membership No.
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Organisation / Entity	Membership No.
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4. Employment

Name of current employer

Place of employment	Length of employment
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Current position	Start date
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Line Manager	Contact no.
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Have you ever been the subject of a Workplace Complaint / Investigation?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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Have you ever been the subject of Reportable Conduct?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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5. Medical Condition/s

Please indicate whether you are currently aware of any health condition which may impede your ability to undertake any function of the role or impact either yourself or those around you while performing your duties. If applicable, further details and/or request to attend an independent medical review may be requested from preferred candidates prior to employment.

<input type="checkbox"/>	No	<input type="checkbox"/>	Yes, details -
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6. Referees

The School will consider provision of Referee details as consent to contact.

Please note, if deemed necessary by the School, the current Employer/Line Manager may also be contacted when determining suitability for employment.

Name	Relationship
Email	Contact No.
Name	Relationship
Email	Contact No.

7. Other

Provide any other information you feel is relevant to this application.

For example, disclosure of existing relationship with current staff and/or student, community/charity involvement, noteworthy accomplishments relevant to the role, etc.

8. Supporting Documents

Please email the following in PDF format to hr@arden.nsw.edu.au.

	Cover letter and Curriculum Vitae
	Qualifications (if applicable)
	Evidence of Professional Memberships (if applicable)
	Evidence of Child Protection and First Aid (competency codes HLTAID009-011 or 012) currency <i>(Please note - if currency is not held at time of application, evidence of currency must be provided prior to commencement of employment or as agreed by the Principal)</i>
	this completed Employment Application form

Enquiries

Call +61 2 9484 1146
Email hr@arden.nsw.edu.au