|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **INSTRUCTIONS – Please read** | | | | | | | | | |
| 1. **Address and complete each response to the Key Selection Criteria to fully demonstrate your experience, the situation, action and outcome** 2. **Complete all required fields** 3. **Complete check boxes and include required documents to ensure your application proceeds to short listing (incomplete applications will not be considered for interview**) 4. **Include three referees who can attest to your suitability to the position** | | | | | | | | | |
| **Applicant details** | | | | | | | | | |
| **Applicant family name** | |  | | | | | | | |
| **Applicant given name** | |  | | | | | | | |
| **Preferred contact number** | |  | | | **Alternative contact number** | | | |  |
| **Address** | |  | | | | | | | |
| **Referee list** | | | | | | | | | |
| **Referee 1 details** | | | | | | | | | |
| Name | | |  | | | | | | |
| Position title | | |  | | | | | | |
| Organisation | | |  | | | | | | |
| Contact number | | |  | | | | | | |
| Relationship to applicant | | | Manager/supervisor  Colleague  Personal | | | | | | |
| Time of relationship to applicant | | | Current  Previous | | | | Number of years |  | |
| **Referee 2 details** | | | | | | | | | |
| Name | | |  | | | | | | |
| Position title | | |  | | | | | | |
| Organisation | | |  | | | | | | |
| Contact number | | |  | | | | | | |
| Relationship to applicant | | | Manager/supervisor  Colleague  Personal | | | | | | |
| Time of relationship to applicant | | | Current  Previous | | | | Number of years |  | |
| **Referee 3 details** | | | | | | | | | |
| Name | | |  | | | | | | |
| Position title | | |  | | | | | | |
| Organisation | | |  | | | | | | |
| Contact number | | |  | | | | | | |
| Relationship to applicant | | | Manager/supervisor  Colleague  Personal | | | | | | |
| Time of relationship to applicant | | | Current  Previous | | | | Number of years |  | |
| **Application attachment checklist** | | | | | | | | | |
|  | Resume/CV | | |  | | Completed Key Selection Criteria Form | | | |
|  | Copy of qualifications | | |  | | \*\*Colour copy of Working with Children Check | | | |
|  | \*\*Police check (less than 3 months old) | | |  | | \*\*NDIS Worker Screening Check | | | |
| \*\* Not essential for application (attach if available) - may be applied for if the preferred applicant after interview | | | | | | | | | |

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| --- | --- | --- | --- | --- | --- |
| **APPLICANT NAME** |  | | | | |
| **Visa details (if applicable)** | | | | | |
| Visa type & number |  | | | Sponsorship required? | YES  No |
| Hours required to work weekly for visa | |  | Other restrictions |  | |
| **Key selection criteria** | | | | | |
| **Qualifications** | | | | | |
| ***Bachelor of Applied Science in Occupational Therapy and full registration with AHPRA.*** | | | | | |
|  | | | | | |
| **Mandatory** | | | | | |
| ***Demonstrated experience of current occupational therapy practices and outcomes.*** | | | | | |
|  | | | | | |
| **Desirable** | | | | | |
| ***Proven ability to liaise with a variety of service providers, professionals and clients.*** | | | | | |
|  | | | | | |
| ***Experience in group development and facilitation.*** | | | | | |
|  | | | | | |
| ***Role specific skills, experience or understanding required.*** | | | | | |
|  | | | | | |