Australian Government

Australian Centre for International Agricultural Research

PERSONAL DETAILS OF APPLICANT

To assist our Recruitment Officer in processing your application, please complete this form and attach it to the front of your application.

PARTICULARS OF ADVERTISED POSITION

Position Number	Classification/Level
Date of Advertisement	Source of Advertisement (e.g. gazette, press, website)

PERSONAL PARTICULARS

Title	Surname	Given Names
Date of Birth	Postal Address	Australian Citizen Yes / No
Email	Mobile	Home/Work

EMPLOYMENT DETAILS

Are you currently employed in the Australian Public Service Yes / No

YES (I am currently employed in the APS):

Name of Agency/Department: .....……

Your classification/level (actual): ..... (substantive): .....

Status: Ongoing/Non-ongoing

AGS number: .....

Length of service: ……..... Years ...……... Months

NO (I am currently employed by a non-APS organisation):

Name of Employer: .....

Your position in the organisation: .....

Length of service: ..……..... Years ..……..... Months

May we contact you at work? Yes / No

Have you accepted Voluntary Redundancy from an APS employer in the last 12 months?

Yes / No If so, please indicate the date you received the

VR…….

Do you wish to identify yourself as a member of the following EEO target groups? If so, please indicate if you are:

a. an Aboriginal or Torres Strait Islander Yes / No

b. from a non-English speaking background Yes / No

c. in need of an interpreter for interview Yes / No

if YES to c, for which language? .....……

d. a person with a disability Yes / No

if YES to d., indicate any equipment of assistance you may require at interview

…….....

Please indicate here, any times/dates that you would be **unable** to attend an interview (e.g will be on leave etc):

.....

Referee Details Name	**Title and relationship**	**Contact phone & email**
1.		
2		

Signature:

Signed: .....

Date: .....…

I have attached the following documents to complete my application:

- A Covering Letter
- Résumé, including contact details for two professional referees; and
- A Statement of Claims specifically addressing the selection criteria