JOB APPLICATION FORM

Please complete and submit this form with your CV to Apia.Recruitment@dfat.gov.au

# PERSONAL INFORMATION

# POSITION APPLYING FOR

Position Number: Title: LE Level:

First Name: Last Name:

Address:

City: Country:

Primary Contact Number:

Alternate Contact Number:

Primary Email Address:

Alternate Email Address:

Are you eligible to work in the country in which you are applying for a position? Yes [ ]  No [ ]

Citizenships:

How did you hear about the vacancy?

# PREVIOUS AUSTRALIAN GOVERNMENT EMPLOYMENT

Have you ever been employed by the Australian Government, either in Australia or overseas? Yes [ ]  No [ ]

If yes, please provide details:

# REFERENCES

If yes, did you receive a redundancy or other payment benefit?

First Name: Last Name:

Organisation: Position Title:

Contact Number: Email Address:

Relationship to applicant/years of relationship:

Fist Name: Last Name:

Organization: Position Title:

Contact Number: Email Address:

Relationship to applicant/years of relationship:

# APPLICANT’S STATEMENT

The above information, to the best of my knowledge, is true and correct. I consent to the mission collecting and using information, and to relevant employers/supervisors disclosing information, in relation to my work performance and conduct for the purpose of assessing my suitability to carry out the duties of the position I have applied for, and suitability for employment. I understand misstatements or omissions in my disclosures may result in a failure to hire or immediate discharge if they are discovered.

Accept: [ ]  Name: Date

ONE-PAGE PITCH

Your one-page pitch (up to 1,000 words) is a chance to tell us why you are the right person for the job. We want to know why you want to work at the Australian mission, why you are interested in the role, what you can offer us, and your skills, knowledge, experience and qualifications are applicable to the role. In a nutshell – why should we hire you?

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