**Cancer Australia Vacancy Application Form**

Applicants are required to complete this form as part of the application process. Please send the completed Application Cover Form, with Your Letter and current Resume through to [recruitment@canceraustralia.gov.au](mailto:recruitment@canceraustralia.gov.au)

Pease note: Personal information provided on this form is protected by the Privacy Act 1988 and will be used for recruitment purposes only.

\* Denotes a mandatory question

# *Vacancy Details:*

|  |  |  |
| --- | --- | --- |
| \* **Position Reference:** | CA | |
| \* **Position Title** |  | |
| \* **Preferred Office Location:** | Sydney | Canberra |

# *Personal Details:*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| \* **Title:** | |  | \* **Date of Birth:** | |  |
| \* **Given Name:** | |  | \* **Last Name:** | |  |
| \* **Postal Address:** | |  | | | |
| \* **Best Contact Number:** | |  | \* **Alternate Contact Number:** | |  |
| \* **Email Address:** | |  | | | |
| \* **Are you an Australian Citizen or Permanent Resident?** | | | | | |
| Australian Citizen | Permanent Resident | | | Other | |
| **If no, what is your current status?** | | | | | |
| **When are you eligible to apply for Australian Citizenship?** | | | | | |

|  |
| --- |
| \* **Do you hold a current security clearance? Yes  No** |
| \* **If yes, what level of clearance?** Choose an item. |

# *RecruitAbility*

|  |
| --- |
| \* **Are you applying for this position through the** [**RecruitAbility Scheme?**](https://www.apsc.gov.au/recruitability-scheme-guide-applicants) YesNo |
| **If you require any special assistance to attend selection activities, please advise:** |

# *Employment Details*

|  |  |  |  |
| --- | --- | --- | --- |
| **\* Where are you currently employed?** | Federal Government | | State Government |
|  | Private Sector | | Other |
| **If other, please specify** |  | | |
| \* If you are **currently** employed by the Australian Public Service (APS), please provide the following details: | | | |
| **\* AGS Number:** |  | | |
| **\* Substantive Classification:** |  | | |
| **\* Salary:** |  | | |
| **\* Work type:** | Ongoing | Non-Ongoing | |

# *Referee details*

**If you are shortlisted to interview you will be required to provide details of two referees.**

**To mitigate any conflicts of interest and ensure integrity of the recruitment process please advise**

I have an external to Cancer Australia referee

I will be using a Cancer Australia Employee as a referee, *if yes provide details below*

|  |  |
| --- | --- |
| Name: | Name: |
| Branch / Section: | Branch / Section: |
|  |  |

# *APS Redundancy*

**\* Have you received, or are you expected to receive a redundancy benefit from an APS agency, other non-APS government agency or the Australian Parliamentary Service?**

Yes  No

If yes, please specify

# *Workplace Equity and Diversity*

Cancer Australia encourages applications from people with a diverse range of skills, languages and backgrounds and aims to ensure that fair, equitable and non-discriminatory consideration is given to all applications.

The following questions will be used for **statistical and reporting purposes only** and will not be used in the assessment of your application for this position.

|  |  |
| --- | --- |
| **Gender:** | Choose an item. |
| **Are you, or do you identify as Aboriginal or Torres Strait Islander?** | Yes  No  Prefer not to answer |
| **Is your first language other than English?** | Yes  No  Prefer not to answer |
| **Are you a person with disability?** | Yes  No  Prefer not to answer |

# *Integrity and Code of Conduct*

|  |  |
| --- | --- |
| **\* In the past five years, have you been determined or found to have breached the APS Code of Conduct during any previous APS employment?** | |
| Yes  No |  |
| **\* In the past five years, have you resigned from any previous APS employment during or following an investigation into allegations you may have breached the APS Code of Conduct?** | |
| Yes  No |  |
| **\* In the last 10 years have you been dismissed from your employment, including the Australian Public Service or Private Sector Employer, not including redundancy?** | |
| Yes  No |  |
| If you answered yes to any of these questions, please specify: | |

# *Declaration*

**\* I declare that the information I have provided is true and correct. I understand that false or misleading information may disqualify me from employment or result in my dismissal.**

Yes  No If no, you must provide details:

**\* If found suitable and placed on an order of merit, I give permission for my details to be provided to another Department/Agency to fill similar vacancies over the next 18 months from date of this role being advertised?**

Yes  No If no, you must provide details:

Name       Date