



Archdiocese of Hobart

The Roman Catholic Church Trust Corporation of the Archdiocese of Hobart

Employment Application Cover Sheet

Applicant Information

Full Name:

Date:

Address:

Street Address

City

State

Postcode

E-mail:

Phone:

Position Applied for:

Agency:

Location:

Application Document Checklist

I have attached the following to my email submission to the AoH: (Please tick all applicable boxes)

- | | |
|--|---|
| <input type="checkbox"/> This application cover sheet, duly completed | <input type="checkbox"/> My Curriculum Vitae |
| <input type="checkbox"/> A covering letter addressing why I am interested in this position | <input type="checkbox"/> Names and contact telephone numbers of at least three (3) referees |
| <input type="checkbox"/> An application addressing the selection criteria | <input type="checkbox"/> (Optional) Any other notes or information I wish to attach |

Application Declarations

I declare that I have read and understood the position description and the inherent requirements of the position (Please tick all applicable boxes)

- | | |
|--|--|
| <input type="checkbox"/> I believe that I can fulfill the inherent requirements of these documents | <input type="checkbox"/> (Optional) I wish to attach additional information regarding my circumstances |
|--|--|

Identity Declarations

I am willing to provide the following evidence for employment screening (Please tick all applicable boxes)

- | | |
|---|---|
| <input type="checkbox"/> Australian or New Zealand Citizenship (or birth certificate) OR valid Australian Work Visa OR permanent Australian residence | <input type="checkbox"/> Proof of my identity |
| <input type="checkbox"/> Qualification certificates, certified copies or academic transcripts | <input type="checkbox"/> I agree to provide a National Criminal History Check |
| <input type="checkbox"/> I am willing for the AoH to undertake other employment screening processes relevant to this position as outlined in the Position Description | |

Optional Research Information

I became aware of this position from (please tick any relevant)

- | | | |
|---|--|-------|
| <input type="checkbox"/> Archdiocese of Hobart web site | <input type="checkbox"/> Other website | Name: |
| <input type="checkbox"/> Personal contact/friend | <input type="checkbox"/> Newspaper | Name: |

Disclaimer and Agreement

By selecting this box I the person named above confirm that I have made the above declarations and completed this application myself.

- ☐ I certify that my answers are true and complete to the best of my knowledge. If this application leads to employment, I understand that false or misleading information in my application or interview may result in termination of my application and/or employment.