

# NON-TEACHING STAFF APPLICATION FORM

| Position  | Date                                     |
|---|--|
| Personal Information  |  |
| Name  |  |
| Address   | Postcode                                 |
| PhoneEmail  |  |
| If not an Australian citizen, please provide relevant details | of your eligibility to work in Australia |
|   |  |
| Christian Background  |  |
| What church do you regularly attend?                          |  |
| Pastor's name   | Phone                                    |
| Briefly describe your Christian faith journey (your testimony | /).                                      |
|   |  |
|   |  |
|   |  |
|   |  |
| Provide a brief summary of relevant experience or qualifica   | ations.                                  |
|   |  |
|   |  |
|   |  |

## Referees

Christian references Please include your Pastor if possible.

| Name | Church/Position | Telephone |
|------|-----------------|-----------|
|      |                 |           |
|      |                 |           |

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Professional References Please include a manager/supervisor under whom you have worked recently.

| Name | School/Position | Telephone |
|------|-----------------|-----------|
|      |                 |           |
|      |                 |           |

## Declaration

Having read the *HCC College Purpose and Vision* (available on the College website) and the Role Statement for this position, I agree to abide by them, and hereby apply to Hope Christian College, declaring the content of this application to be true and correct.

Signature......Date.....

Email this application to Human Resources: recruiting@hopecc.sa.edu.au.

Please include the following attachments:

**Resume:** current, which must include:

- your relevant degrees and tertiary qualifications
- relevant work history
- relevant experience

To be considered for this position you must be willing to obtain the following. Please include the following if they are current and available:

### Compliance documents:

- Working with Children Check
- Responding to Risk of Harm Abuse and Neglect (RRHAN-EC)Training Certificate
- First Aid training

## CHILD SAFE ENVIRONMENTS DECLARATION

#### I have never:

- 1. Been charged or convicted with dishonesty or a sexual offence or an offence against the person of a student or child or;
- 2. Been dismissed from any employment or had my services as a volunteer or consultant terminated on the grounds that I was involved in improper conduct with a student or child; or
- 3. Retired or resigned from any employment, consultancy or volunteering activity following allegations that I was involved in improper conduct with a student or child; or
- 4. Been advised by any employer or organization that my name has been included on a list of those not to be employed or used as a volunteer or consultant on a child-related area of activity.

If you cannot answer **NO** to any or all of the above questions please provide details of any convictions or charges.

I make this solemn declaration conscientiously believing the same to be true, and by virtue of the provisions of the Oaths Act (1936).

Signature.....Date.....