

APPLICATION FOR EMPLOYMENT PERSONAL DETAILS

POSITION APPLIED FOR:	
AAQ LOCATION:	
Surname:	Given names:
Address:	
Post Code:	
Email address:	
Password for e-mailing pay slips:	
Telephone numbers: (Home)	(Mobile)
Date of birth: <i>(optional)</i>	Place of Birth:
EMERGENCY CONTACT PERSON	
Contact person:	Relationship: <i>(optional)</i>
Address:	
Post Code:	
Telephone No:	Mobile No:
QUALIFICATIONS	
CURRENT PRACTICING CERTIFICATE: <i>(Regulated Staff)</i>	APHRA No: Expiry Date:
CERTIFICATE III or IV: YES NO <i>(Verification must be writing)</i>	INSERVICE HOURS: <i>(Verification must be in writing and this is used to determine what level of the award you should be placed on)</i>
Do you have a current driver's license: YES NO Are there any conditions on you license: YES NO If YES, please state why:	
DRIVERS LICENSE NUMBER: EXPIREY DATE:	FIRST AID CERTIFICATE: YES NO CPR CERTIFICATE: YES NO
AVAILABILITY TO WORK	
Please provide your availability to work: Days: _____ Hours: _____ Your preference will be taken into account but cannot be guaranteed.	

ELIGIBILITY TO WORK IN AUSTRALIA

To be eligible to work for Alzheimer's Association of Queensland Inc. you must hold either:

- Australian citizenship; or
- New Zealand citizenship; or
- A permanent or temporary residency or temporary student Visa which permits you to work in Australia

Are you an Australian or New Zealand Citizen: YES NO (You will need to provide proof of citizenship)

If No to the above, please provide evidence of your eligibility to work in Australia.

A copy of your passport will also be required.

HEALTH ASSESSMENT

Do you suffer from any ailment or disability or are you required to take regular medication which may:
 Affect your ability to perform the inherent requirements of the job (refer to position description)

YES: NO:

Affect your attendance at work:

YES: NO:

If YES to the above, please describe in detail below:

Do you have a current Hepatitis B inoculation?

YES: NO:

If not, are you prepared to have one:

YES: NO:

Are you aware/do you have any knowledge of any pre-existing medical condition or injury which might act as an
 impediment to your ability to perform the inherent requirements of the job (refer to the position description)

YES: NO:

If YES to the above, please describe in detail:

Do you agree to a pre medical examination by a GP if requested?

YES: NO:

And further, do you agree to a pre medical examination by a specialist if required and requested?

YES: NO:

Have you ever had a Workcover Claim?

YES: NO:

If YES, please describe:

CANDIDATES SHOULD BE AWARE OF DIVISION 4, SECTION 27, 28 and SECTION 29 "DUTY OF OFFICERS, WORKERS AND OTHER PERSONS" QLD WORK HEALTH & SAFETY ACT 2011.

NATIONAL CRIMINAL HISTORY RECORD CHECK

In compliance with the requirements under the Commonwealth's Aged Care Act 1997, staff working in aged care are required to undergo a national criminal record check, to the satisfaction of the employer. The national criminal history record check must remain current and needs to be renewed every three years, before it expires.

Please attach a certified copy of your current national criminal history record with this application for employment.

Please note that employment cannot commence until a current criminal history record is provided to the Association.

EMPLOYEE'S STATEMENT

- *I acknowledge that the information given, to the best of my knowledge is accurate and correct.
- *I give permission for references to be checked according to the information I have supplied above and in my resume/CV.
- *I acknowledge completely that the deliberate giving of false information with respect to my health assessment may lead to dismissal.
- * I understand that I am required to supply a national criminal history check every three years to the Association and that if I fail to do this I will be excluded from the roster until such time that I provide a current national criminal history record check that is to the satisfaction of the Association.

PUBLICATION CONSENT

During the course of your work, you may be photographed with clients or residents. If you give your consent, AAQ (and its related entities) may store those images and use or disclose those images in promotional material, publications, on our website or as part of newsletters and other material we publish. We will retain copyright and ownership of the images, and no payment will be made to you for our use of them. If you refuse to give your consent, your image will not be used by AAQ. If you do not provide any response below, we will presume that your consent is given.

Do you consent to AAQ using your image as outlined above: YES: or NO:

APPLICANT'S SIGNATURE:

DATE: / /

Commonwealth of Australia
STATUTORY DECLARATION
Statutory Declarations Act 1959

1 *Insert the name, address and occupation of person making the declaration*

I,¹

make the following declaration under the *Statutory Declarations Act 1959*:

2 *Set out matter declared to in numbered paragraphs*

2

1. I declare that (place a tick or cross in the applicable box):

since turning 16 years of age, I have been a citizen or permanent resident of a country/countries other than Australia.

since turning 16 years of age, I have never been a citizen or permanent resident of a country/countries other than Australia.

2. I declare that I have never been:

- (a) convicted of murder or sexual assault; or
- (b) convicted of, and sentenced to imprisonment for, and other form of assault

I understand that a person who intentionally makes a false statement in a statutory declaration is guilty of an offence under section 11 of the *Statutory Declarations Act 1959*, and I believe that the statements in this declaration are true in every particular.

3 *Signature of person making the declaration*

3

4 *Place*
5 *Day*
6 *Month and year*

Declared at ⁴ _____ on ⁵ _____ of ⁶ _____

Before me,

7 *Signature of person before whom the declaration is made (see over)*

7

8 *Full name, qualification and address of person before whom the declaration is made (in printed letters)*

8

Note 1 A person who intentionally makes a false statement in a statutory declaration is guilty of an offence, the punishment for which is imprisonment for a term of 4 years — see section 11 of the *Statutory Declarations Act 1959*.

Note 2 Chapter 2 of the *Criminal Code* applies to all offences against the *Statutory Declarations Act 1959* — see section 5A of the *Statutory Declarations Act 1959*.

A statutory declaration under the *Statutory Declarations Act 1959* may be made before—

(1) a person who is currently licensed or registered under a law to practise in one of the following occupations:

Chiropractor	Dentist	Legal practitioner
Medical practitioner	Nurse	Optometrist
Patent attorney	Pharmacist	Physiotherapist
Psychologist	Trade marks attorney	Veterinary surgeon

(2) a person who is enrolled on the roll of the Supreme Court of a State or Territory, or the High Court of Australia, as a legal practitioner (however described); or

(3) a person who is in the following list:

Agent of the Australian Postal Corporation who is in charge of an office supplying postal services to the public
 Australian Consular Officer or Australian Diplomatic Officer (within the meaning of the *Consular Fees Act 1955*)
 Bailiff
 Bank officer with 5 or more continuous years of service
 Building society officer with 5 or more years of continuous service
 Chief executive officer of a Commonwealth court
 Clerk of a court
 Commissioner for Affidavits
 Commissioner for Declarations
 Credit union officer with 5 or more years of continuous service
 Employee of the Australian Trade Commission who is:
 (a) in a country or place outside Australia; and
 (b) authorised under paragraph 3 (d) of the *Consular Fees Act 1955*; and
 (c) exercising his or her function in that place
 Employee of the Commonwealth who is:
 (a) in a country or place outside Australia; and
 (b) authorised under paragraph 3 (c) of the *Consular Fees Act 1955*; and
 (c) exercising his or her function in that place
 Fellow of the National Tax Accountants' Association
 Finance company officer with 5 or more years of continuous service
 Holder of a statutory office not specified in another item in this list
 Judge of a court
 Justice of the Peace
 Magistrate
 Marriage celebrant registered under Subdivision C of Division 1 of Part IV of the *Marriage Act 1961*
 Master of a court
 Member of Chartered Secretaries Australia
 Member of Engineers Australia, other than at the grade of student
 Member of the Association of Taxation and Management Accountants
 Member of the Australasian Institute of Mining and Metallurgy
 Member of the Australian Defence Force who is:
 (a) an officer; or
 (b) a non-commissioned officer within the meaning of the *Defence Force Discipline Act 1982* with 5 or more years of continuous service; or
 (c) a warrant officer within the meaning of that Act
 Member of the Institute of Chartered Accountants in Australia, the Australian Society of Certified Practising Accountants or the National Institute of Accountants
 Member of:
 (a) the Parliament of the Commonwealth; or
 (b) the Parliament of a State; or
 (c) a Territory legislature; or
 (d) a local government authority of a State or Territory
 Minister of religion registered under Subdivision A of Division 1 of Part IV of the *Marriage Act 1961*
 Notary public
 Permanent employee of the Australian Postal Corporation with 5 or more years of continuous service who is employed in an office supplying postal services to the public
 Permanent employee of:
 (a) the Commonwealth or a Commonwealth authority; or
 (b) a State or Territory or a State or Territory authority; or
 (c) a local government authority;
 with 5 or more years of continuous service who is not specified in another item in this list
 Person before whom a statutory declaration may be made under the law of the State or Territory in which the declaration is made
 Police officer
 Registrar, or Deputy Registrar, of a court
 Senior Executive Service employee of:
 (a) the Commonwealth or a Commonwealth authority; or
 (b) a State or Territory or a State or Territory authority
 Sheriff
 Sheriff's officer
 Teacher employed on a full-time basis at a school or tertiary education institution