





**Non-Teacher Application for Employment Form**

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| Name of Applicant |  |
| Position Being Applied For |  |

Please complete all sections of this application

**Section 1: PERSONAL INFORMATION**

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| **How did you hear about this position?** |
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| **Personal Particulars** |
| Name: |
| Address: |
| Email Address |
| Phone Number(s): |
| Best time for us to call: |
| Nationality: |

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| --- | --- | --- | --- |
| Education | | | |
| *School/College/University* | *From* | *To* | *Level of attainment* |
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| **Other Qualifications** |
| *Detail other qualifications which go beyond those mentioned in Education. E.g. Professional development courses, special qualifications, professional memberships, etc* |
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| Teacher Registration Number: |
| Blue Card Number (if relevant): |

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| --- | --- | --- | --- |
| Employment History | | | |
| *Company* | *From* | *To* | *Responsibilities* |
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**Section 2: REFEREES**

**At least one referee is required for each** of the categories below:

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| --- | --- |
| **Professional Referees** | |
| *Name* | *Details* |
|  |  |
|  |  |

|  |  |
| --- | --- |
| **Personal Referees** | |
| *Name* | *Details* |
|  |  |
|  |  |

|  |  |
| --- | --- |
| **Church Referees** | |
| *Name* | *Details* |
|  |  |
|  |  |

In forwarding the names of referees, you are acknowledging that Chinchilla Christian College only holds personal information for the purpose of the job application. You acknowledge that we will do any relevant reference checks and obtain relevant information from past employers and/or other parties you provide particulars for. This will be done in an ethical and legal manner.

**Section 3: SKILLS/COMPETENCIES**

Please comment in each of the categories below by describing your own performance in each area.

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| Organisation and Administrative Skills *Describe your organisational skills, your ability to prioritise and to meet schedules and deadlines.* |
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| Interpersonal Skills *Describe your ability to work with others at all levels within an organisation.* |
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| Self-Education *Describe measures you have taken in the past to make sure you have an up-to-date professional knowledge of your area of responsibility.* |
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| Pastoral Care *Describe your ability to pastorally support students, staff and community members.* |
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| Personal Strengths *Describe any personal attributes / skills which you have which may be relevant to the position.* |
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| Special Interests *Comment on the things in life which you are passionate about, your extracurricular interests, etc.* |
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**Section 4: CHRISTIAN FAITH**

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| **Christian Faith**  *Comment on what role the Spirit of God plays in your life? Provide some information about your personal faith.* |
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**Section 5: INHERENT REQUIREMENTS**

Chinchilla Christian College is a ministry of Christian Community Ministries and as such has a deliberate and purposeful role in providing Christian education which models Christian living principles to students. This involves having a heart for the mission of our school as well as having a lifestyle which promotes virtuous Christian living principles.

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| Lifestyle Requirement *Our College Collective Employment Agreement states “*It is a genuine occupational requirement (subject to the provisions of the Anti-Discrimination Act 1991) of the College that, consistent with the Act, staff members must not act in a way that they know, or ought reasonably to know, is contrary to the religious beliefs of the College. Nothing in their deliberate conduct should be incompatible with the intrinsic character of their position, especially, but not only, in relation to the expression of human sexuality through heterosexual, monogamous relationships, expressed intimately through marriage.”  Comment on your ability and willingness to demonstrate compliance with this requirement. |
| ❑ I agree to abide by this requirement |

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| Church Requirement *Our College Collective Employment Agreement states “*Staff are required to regularly and frequently attend a Christian church and to regularly and frequently support relevant Staff Devotions and Staff Worship Services.”  Comment on your ability and willingness to demonstrate compliance with this requirement. |
| ❑ I agree to abide by this requirement |
| Which church do you regularly attend? |

**Section 5: UNDERTAKING**

I understand that in providing this employment application I agree to the following:

1. That the information contained in this application is true, and that should I be successful for the position, my appointment would be on the basis that the information contained in my application is correct and true.
2. To support the College’s Statement of Faith (attached) in every way and to uphold its principles to the students and other members of our college community.
3. I am able to fully satisfy the two requirements outlined in section 5 of this application.

…………………………………….……………………………….…………..

Name

…………………………………………….…………………………………..

Signature

……………………………………..

Date

Please forward your completed form to:

The Principal

Chinchilla Christian College

PO Box 242

CHINCHILLA QLD 4413

OR

[principal@chinchillacc.qld.edu.au](mailto:principal@chinchillacc.qld.edu.au)

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