



Job application cover sheet

Vacancy number: PBO [Click or tap here to enter text.](#)

Where did you see this job advertised?

- APS Jobs Seek Other
 PBO Website LinkedIn or X

Part A: Personal details

Given name: [Click or tap here to enter text.](#) **Preferred name:** [Click or tap here to enter text.](#)

Surname: [Click or tap here to enter text.](#)

Contact phone number: [Click or tap here to enter text.](#)

Alternate contact number: [Click or tap here to enter text.](#)

Email address: [Click or tap here to enter text.](#)

Residential address: [Click or tap here to enter text.](#)

State: [Click or tap here to enter text.](#)

Postcode: [Click or tap here to enter text.](#)

Part B: Workplace Diversity details

Do you wish to identify yourself as a member of the following groups?

Aboriginal and/or Torres Strait Islander: Yes No

Person from non-English speaking background: Yes No

Person with a disability: Yes No

If selected for interview, will you require any special arrangements to be made? Yes No

If yes, please advise: [Click or tap here to enter text.](#)

Part C: Citizen details

Are you an Australian citizen? Yes No

If No, have you applied for Australian citizenship? Yes No

Date of application: [Click or tap to enter a date.](#)

Note: if you are not an Australian citizen you may be considered for engagement on the condition that you are able to gain Australian citizenship within a specified time.

Part D: Employment details

Current / most recent employer: Click or tap here to enter text.

If currently employed in the Australian Public Service or Parliamentary Service:

- **Employment type:** Ongoing Non-ongoing
- **Employed as (level):** Click or tap here to enter text.
- **AGS number:** Click or tap here to enter text.

Do you hold a security clearance? Yes No

If yes, indicate the level held Choose an item.

Have you accepted a voluntary redundancy from a Commonwealth funded agency within the last 36 weeks? Yes No

- **If yes, number of weeks for which you received a redundancy benefit:** Click or tap here to enter text.
- **Date of voluntary redundancy:** Click or tap here to enter text.
- **Name of agency:** Click or tap here to enter text.

Have you ever been the subject of a misconduct/disciplinary investigation? Yes No

Has your performance ever been rated a requiring development or unsatisfactory? Yes No

Part E: Referees

Please provide contact details of two referees to support you claims for this position. Your nominated referees should be a current and/or recent supervisor or manager.

Referee 1 Click or tap here to enter text.

Referee 2 Click or tap here to enter text.

Name: Click or tap here to enter text.

Name: Click or tap here to enter text.

Relationship: Click or tap here to enter text.

Relationship: Click or tap here to enter text.

Phone number: Click or tap here to enter text.
text.

Phone number: Click or tap here to enter

Email: Click or tap here to enter text.

Email: Click or tap here to enter text.

Part F: Confirmation

By submitting this form with my application, I confirm that the information I have provided above and the details in my attached application are, to the best of my knowledge, true and correct.

Date completed: Click or tap to enter a date.

Please complete this cover sheet and include it with your application.