



Our Lady of Mercy College - Non Teaching Staff Application

POSITION APPLIED FOR _____

SURNAME	FIRST NAME (S)	PREFERRED TITLE: Mr/Miss/Ms
ADDRESS		TELEPHONE
		BUS _____
		HOME _____
Postcode		MOBILE _____
EMAIL ADDRESS:		

TERTIARY EDUCATION

COLLEGES, UNIVERSITIES ATTENDED	NAME OF QUALIFICATION ATTAINED	YEAR AWARDED

EMPLOYMENT (Name Address and Contact Telephone number of Current Employer)

Are you currently receiving Workcover payments YES/NO (please circle)

Police Check: Last Date _____

Date of Birth _____

Signed _____ **Date** _____

Volunteer Experience

(Note: You must list all previous places of volunteer work where such work involved children. If more space is required, please attach a separate sheet)

Organisation's Name and Address	Position/Duties	Dates

REFEREES (Name and Address and Contact Details of Referee)

NAME
ADDRESS
PHONE
RELATIONSHIP TO REFEREE

REFEREES (Name and Address and Contact Details of Referee)

NAME
ADDRESS
PHONE
RELATIONSHIP TO REFEREE

REFEREES (Name and Address and Contact Details of Referee)

NAME
ADDRESS
PHONE
RELATIONSHIP TO REFEREE

I declare that I have read, understood, and if appointed will abide by the Our Lady of Mercy Student Protection policies, namely:

- OLMC Child Safety Policy
- OLMC Safeguarding Children and Young People: Code of Conduct
- OLMC Child Protection: Reporting Obligations Policy
- OLMC/Mercy Education Limited Code of Conduct

These documents can be found on our College website www.olmcheidelberg.catholic.edu.au

I declare that I am not, or have not been:

- The subject of disciplinary action in a professional or occupational capacity
- Guilty of an offence which is (or which would if committed in Victoria be) an indictable offence
- In breach of any requirements of the Working with Children Act 2005 or the Children, Youth and Family Act.
- In breach of a National Criminal History Record Check, according to an assessment notice made.

Signed _____ **Date** _____

Only fully completed applications will be considered, please return your application form electronically with responses to the selection criteria and covering letter to:

Ms Judith Weir
Principal
Our Lady of Mercy College
applications@olmcheidelberg.catholic.edu.au