



EMPLOYMENT APPLICATION

How to Apply

1. Applicants must complete all sections of the Employment Application.
2. Please write clearly in block letters or circle correct answer when applicable.
3. To apply please attach a current resume and submit with Employment Application.
4. All applicants must comply or be in the process of becoming compliant to be a Support Worker

Section 1 JOB REQUIREMENTS

COMPULSORY EMPLOYMENT REQUIREMENTS			
Applications will only be considered if all requirements are met.			
1. please answer all questions 2. evidence to support claims will be required			
Requirement	Yes	No	Willing to do
Senior 1st Aid Certificate Expiry date:-			
Australian Federal Police Check (Tandem will pay)			
Driver's License Issuing State & Number			
Vehicle registered & insured Rego number & expiry			
Mobile phone –full access			
Residency – status (NA to Australian or New Zealand residents) Student - expiry date Permanent - visa date			
Compliance to all Tandem Policies & Procedures			

Section 2 PERSONAL DETAILS

Name	
Address	
Telephone	Mob: _____ Alt:: _____
Email	
DOB	
Residency	Australian Permanent Resident Student Visa
Country of Birth	
Status	Employed FT PT CAS Not working
Languages - other	Spoken _____ Written _____
Is English 2nd language	1 st Language _____
Currently Employed / Studying	YES NO
Hours Per Week	Casual _____ Fulltime _____ Part / Time _____
Employer / Course	
Health conditions Allergies, Medication controlled conditions, Physical restrictions	
Do you have an active Workers Compensation matter	
Availability/ Hours Wanted	_____ (hours per fortnight) F/T P/T CAS
Preferred day/time slot	M T W TH F S S / AM PM

Section 3 SELECTION CRITERIA / WORKPLACE QUESTIONNAIRE

1. What 3 qualities, skills or experience do you have that would show that you could work with Tandem clients including children, youth and adults living with disabilities or mental health issues and the frail and elderly?

- 1)
- 2)
- 3)

Extra Comments (include information relating to any previous experience including training or employment)

2. What 3 qualities do you have that would make you a good Tandem employee?

- 1)
- 2)
- 3)

3. How well do you interact with people ?

- 1) Are you a strong, clear communicator ? /10
- 2) Do you listen effectively ? /10
- 3) Do you accept direction and instruction ? /10

4. Are you aware of the importance of the relationship between the Support Worker and the client?

YES NO
(if yes give brief description)

5. Do you understand the role of a Support Worker?

- 1) Do you understand that support work is not a typical 9-5 job? YES NO
- 2) Have you had experience working flexibly attending to home based clients? YES NO
- 3) Are you self motivated and able to work with remote supervision or independently? YES NO

6. In 50 words or less describe an incident that made you aware of the challenges and difficulties that face people living with disabilities, mental health issues, frail and elderly people.

Section 4 EXPERIENCE OR SKILL LEVEL

I have no previous experience with Support Work.	Yes	No
Are you willing to undertake training for any of these skills?	Yes	No
Personal Care – Washing, showering, grooming etc	Yes	No
Manual Handling – Hoist lifting, physical support	Yes	No
Complex medical needs -	Yes	No
Autism/Asperger's	Yes	No
Communication (alternative methods Compic, Auslan, sign language)	Yes	No
Multiple Sclerosis Awareness, support	Yes	No
Dementia / Alzheimer's Awareness, support	Yes	No
Behaviour Management Challenging behaviour	Yes	No
Physical limitations – client Epilepsy / Midazolam Peg feeding EpiPen Tracheostomy	Yes Yes Yes Yes Yes	No No No No No
Intellectual disabilities	Yes	No
Mental health	Yes	No
Preferred client age group children, youth, adults, aged All ages	Yes	No
Ages between .. & ..	?	?
Other (please provide details) Diabetes, Vision impaired,	Yes	No