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Application for Advertised Vacancy

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| **Full Name and Title** |  |
| **Email Address** |  |
| **Mobile Number** |  |
| **Physical Address** |  |

**Selection Criteria**

*Please address the selection criteria relevant to this job by entering your response in the highlighted fields. There is not a word limit to your responses.*

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| **Area** | **Selection criteria** |
| **Technical skills** | 1. Tertiary degree and/ or +3 years experience in finance systems
2. Experience in MYOB would be well regarded
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| **Business systems** | 1. Good data management, administration and written communication skills
2. Experience in using technology to enter, extract, and analyse data for the purpose of communicating complex ideas to a wide range of stakeholders (project teams, Board, community)
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| **People skills** | 1. Able to approach team problems from a solution-based mindset
2. Able to demonstrate our workplace Values – respectful, accountable, encouraging, inclusive, working together, and agile.
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| **Self-management** | 1. Able to manage competing priorities and deadlines
2. Demonstrate confidentiality and appropriate handling of sensitive information
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**Where did you hear about this job?**

[ ]  Seek [ ]  Website [ ]  Facebook [ ]  LinkedIn [ ]  Word of Mouth

|  |  |
| --- | --- |
| Other: |  |

**Accessibility and Equity**

*Wheatbelt NRM welcomes applicants of all abilities and backgrounds. The following questions are optional and*

*used solely to help us assist you in your employment. As part of your employment, you may be required to pass a Police Background Check at the employer’s expense.*

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| **Do you live with a disability or injury likely to affect your work performance or which could be aggravated by the type of work for which you are applying? If so, please advise how we can best support you.** | [ ]  Yes[ ]  No |
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| **Do you have any current convictions for any offences from any court, or are you currently the subject of an charge pending before any court? If so, please provide details below (exclude any declared spent charges):** | [ ]  Yes[ ]  No  |
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