

# PCC: Pre-employment Declaration

Date: 29 June 2021 (V1)



In order to be considered for employment in any capacity with Lighthouse Disability, you must complete all components of this declaration, including by providing additional, supporting information and documentation where a 'yes' response has been recorded. You will not be considered for employment unless you complete the declaration and provide comprehensive and complete information as necessary.

You must answer all the questions truthfully. The information provided will be treated as confidential. If you have any questions regarding the declaration or supporting information required, please contact the People, Culture, and Communications team.

SECTION 1: APPLICANT DETAILS					
Title		Family name			
First name		Middle name			
Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Non Binary	Date of birth			
Residential address		State		P/code	
Qualification Details					
Qualification		Institution			
Qualification		Institution			
Qualification		Institution			
SECTION 2: ELIGIBILITY					
<input type="checkbox"/> Yes <input type="checkbox"/> No Do you have legal rights to work in Australia?					
<input type="checkbox"/> Australian Citizen		<input type="checkbox"/> Permanent Resident			
<input type="checkbox"/> Visa					
<p><i>Using your name, date of birth, and passport details, VEVO will show your current visa details and conditions. Lighthouse Disability will use this information to determine your work rights. Please note that the Commonwealth may use information collected through the inquiry to determine if you are complying with your visa conditions and locate you if you are not entitled to be in Australia. If not already provided, a copy of your passport photo page must be attached.</i></p>					
<p>I consent to Lighthouse Disability checking my visa status and continuing to make regular checks of my visa status, study, and work entitlements on the Department of Home Affairs Visa Verification Online (VEVO) service database.</p>					
<p>In completing this VEVO consent form, I acknowledge my responsibility to:</p> <ul style="list-style-type: none"><li>- Comply with all work-related restrictions prescribed pursuant to my visa; and</li><li>- Inform Lighthouse Disability of any changes to my visa, work rights, and/or relevant work restrictions as soon as reasonably practicable.</li></ul>					
SECTION 3: MEDICAL AND/OR DISABILITY					
Do you currently have any disability (including learning disability) or medical condition which might prevent or impede you from being able to satisfactorily perform any duties or functions that might be reasonably required of you in the role for which you have applied? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure					



If yes or unsure, please provide details (include details of any assistance/ adjustments that may reasonably be required so that you can perform the inherent requirements of the role):

#### SECTION 4: CRIMINAL HISTORY

Yes  No Have you ever been investigated or found guilty of any criminal offence, including any traffic offences not resolved by expiation?

Yes  No Have you ever been the subject of allegations of conduct by you towards a child (Person under 18 years of age) that if proven would have amounted to criminal conduct or would have constituted misconduct in an employment setting?

Yes  No Are you currently facing criminal charges yet to be determined?

If yes, give further information:

#### SECTION 5: SCREENING

Yes  No Do you hold one of the following (or multiple) clearances - NDIS Worker Check or DHS Disability Services Employment Screening clearance?

Yes  No Have you received Provide First Aid Training and hold a certificate?

Yes  No Hold a current SA Drivers Licence?

Yes  No Are you available to work across a 24/7 day roster?

#### SECTION 6: DECLARATION

I declare that the information in this declaration and in any other documents completed by me and/or any other statement made by me in support of my application for employment with Lighthouse Disability, including in any interview, is true and correct in every detail.

I understand that any false statement made in connection with my application for employment with Lighthouse Disability – which will include information withheld, incomplete or breaching any of my work-related visa conditions – may lead to a rejection of my application for employment, or, in the event that I am employed with Lighthouse Disability, may amount to misconduct and render me liable to disciplinary action, up to and including termination of employment.

\_\_\_\_\_ / /  
Full Name Signature Date