Job Application Questionnaire

Candidate Details

|  |  |
| --- | --- |
| Name | Your name here |
| Australian Citizen or Permanent Resident | Yes  No |
| Availability for Interview times | Click or tap here to enter text. |
| Address (Suburb, State, Country) | Click or tap here to enter text. |
| Best Contact Number | Click or tap here to enter text. |

Qualifications

|  |  |
| --- | --- |
| Professional Qualifications | Click or tap here to enter text. |
| Obtained from where? | Click or tap here to enter text. |
| Have you ever been disqualified from a professional membership? | Click or tap here to enter text. |
| How many years have you performed duties or similar duties as outlined in the job advertisement? | Click or tap here to enter text. |
| How many years have you worked since leaving grade school? | Click or tap here to enter text. |

Career

|  |  |
| --- | --- |
| Explain in some detail your short-term career goals? | Click or tap here to enter text. |
| Explain in some detail your long-term career goals? | Click or tap here to enter text. |

Key selection criteria – Core Values

At Parasyn, our vision is it to have a strong culture, support a tight knit focussed team who rely on one another and to deliver outstanding results. The culture is embraced, refined and improved by everyone. As a candidate for employment at Parasyn, you need to match up to our core values.

So how serious are we about our core values? Very Serious. To help us understand how you may fit our team, please answer the following questions truthfully. The interview process and reference checks that follow will aim to provide a deep appreciation for how well you align with our core values.

Please complete the following survey by entering a response next to each statement:

Prepared

Response scale: 4 = Always, 3 = Usually, 2 = Sometimes, 1 = Rarely

|  |  |
| --- | --- |
| My team mates would say: | Response |
| I think carefully before providing a response. | Click or tap here to enter text. |
| I ask lots of questions to seek better understanding. | Click or tap here to enter text. |
| I listen carefully to what is being said and pay attention to what is not being said. | Click or tap here to enter text. |
| I am a good planner and think things through. | Click or tap here to enter text. |

Resourceful

Response scale: 4 = Always, 3 = Usually, 2 = Sometimes, 1 = Rarely

|  |  |
| --- | --- |
| My team mates would say: | Response |
| I don’t waste time spinning my wheels, I spend just enough time to understand the issues then ask others for input. | Click or tap here to enter text. |
| When I ask people for input, I provide good context about the topic at hand. | Click or tap here to enter text. |
| I come up with good ideas to solve technical problems. | Click or tap here to enter text. |
| I come up with good ideas to solve non-technical problems. | Click or tap here to enter text. |

Tenacious

Response scale: 4 = Always, 3 = Usually, 2 = Sometimes, 1 = Rarely

|  |  |
| --- | --- |
| My team mates would say: | Response |
| I am motivated to get stuff done and rarely require encouragement. | Click or tap here to enter text. |
| I never give up and follow up with people to make sure things are done on time. | Click or tap here to enter text. |
| I am respectful and polite, not pushy and demanding when under pressure to get the job done. | Click or tap here to enter text. |

Positive

Response scale: 4 = Always, 3 = Usually, 2 = Sometimes, 1 = Rarely

|  |  |
| --- | --- |
| My team mates would say: | Response |
| I enjoy every challenge and do not hesitate to try something new or investigate a new issue. | Click or tap here to enter text. |
| I am optimistic when under pressure. | Click or tap here to enter text. |
| Despite the pressure of high expectations, I maintain a good sense of humour and contribute to a fun team environment | Click or tap here to enter text. |

Purposeful

Response scale: 4 = Always, 3 = Usually, 2 = Sometimes, 1 = Rarely

|  |  |
| --- | --- |
| My team mates would say: | Response |
| I am not easily distracted and very focussed. | Click or tap here to enter text. |
| I understand overall priorities and I am quick to stop what I am doing if it’s not the most important thing at hand. | Click or tap here to enter text. |
| I am organised and like to use systems to produce good results. | Click or tap here to enter text. |

Key selection criteria – Other

Technical

From your understanding of the position on offer, please explain your specific job-related strengths and weaknesses.

|  |  |
| --- | --- |
| Highlight in order of preference your three strongest skills:  (1 is best) | 1. |
| 2. |
| 3. |

|  |  |
| --- | --- |
| Highlight in order your three weakest skills:  (1 is worst) | 1. |
| 2. |
| 3. |

Travel

|  |  |
| --- | --- |
| Outline any restrictions you have to travel? | Click or tap here to enter text. |
| Do you have an active passport? | Click or tap here to enter text. |
| Are you agreeable to travelling overseas? | Click or tap here to enter text. |
| Is it acceptable to travel up to 2 weeks at a time? | Click or tap here to enter text. |

Health & Safety

|  |  |
| --- | --- |
| Outline any medical conditions that may affect your work including handicaps, chronic illnesses, skeletal ailments etc? | Click or tap here to enter text. |
| Outline any injuries that have caused any type of disability or has required you to take time off work on more than 1 occasion? | Click or tap here to enter text. |
| Outline any vision impairment (other than the requirement of corrective lenses)? | Click or tap here to enter text. |
| Outline how many sick days have you taken in the last 12 months? | Click or tap here to enter text. |
| How do you regard safety in the workplace? Who is responsible for safety? | Click or tap here to enter text. |
| Outline any involvement in safety incidents that was reported to the relevant State Workplace Health & Safety department? | Click or tap here to enter text. |
| What experience do you have in OHS matters, any particular training or expertise that would help in this position? | Click or tap here to enter text. |

Miscellaneous

|  |  |
| --- | --- |
| What is your current total salary package including Super and allowances? | Click or tap here to enter text. |
| What is your total salary package expectation to join Parasyn? | Click or tap here to enter text. |
| What period of time is required before you would be able to start with Parasyn? | Click or tap here to enter text. |

References

Please provide three current referees. We will not contact your referees without arrangement by you.

|  |  |  |
| --- | --- | --- |
| 1 | Name  Current Position Title  Current Company  Current Contact Details | Click or tap here to enter text. |
| 2 | Name  Current Position Title  Current Company  Current Contact Details | Click or tap here to enter text. |
| 3 | Name  Current Position Title  Current Company  Current Contact Details | Click or tap here to enter text. |

Submission Instructions

1. If you are a non-native English speaker and your VISA or Immigration process required you to have completed an English Language Test (PTE or certified equivalent), please attach a copy of the test results. Also attach any police/security checks performed.
2. Please save/name this document using the following convention and email to [yourfuture@parasyn.com.au](mailto:yourfuture@parasyn.com.au) along with your cover letter and resume.

Save file as Job Application Form (your name) date reversed.doc

Example: “Job Application Form (John Smith) 20110615.doc”

Thank you for taking the time to prepare this Job Application.

Regards

Parasyn