APPLication TO JOIN IWDA

***INSTRUCTIONS***

*Please complete this cover letter in full. Send your completed cover letter along with your current resume to IWDA care of* ***jobs@iwda.org.au*** *by the advertised closing date. Applications with incomplete documentation may not be considered. Enquiries should also be sent to this email address.*

**PLEASE CONSIDER MY APPLICATION FOR**

|  |  |
| --- | --- |
| Position Title |       |

**ABOUT ME**

|  |  |
| --- | --- |
| Name |       |
| Street Address |       |
| Suburb |        |
| Postcode |      |
| Email |       |
| Phone |       |

1) I identify as

[ ]  Female  [ ]  Male\*

***\* Note: International Women’s Development Agency (IWDA) possesses a current EEO exemption and accepts applications from women only.***

2) I am an Australian Resident or holder of an approved appropriate work visa and am legally entitled to live and work in Australia

[ ]  Yes [ ]  No\*\*

***\*\* Note: International Women’s Development Agency (IWDA) is not a registered sponsor for Immigration and cannot accept applications from individuals who are not already legally entitled to live and work in Australia/ possess and approved, appropriate work visa.***

3) If an offer of employment is made I am willing to undergo probity checking relevant to the inherent requirements of the position, including (but not limited to) criminal record history check.

[ ]  Yes [ ]  No

4) Are there any accommodations you require in order to participate in a selection process and/or employment with IWDA (for example, English as a second language, disability)?

[ ]  Yes\*\*\* [ ]  No

***\*\*\* If yes, please provide details. Attach an additional sheet if required.***

Enter any cover letter content you wish to provide to assist in the consideration of your application.

*As a guide, content should not exceed 400 words and should focus on your suitability for the position based on the Position Description.*

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