

EMPLOYMENT EXPRESSION OF INTEREST

PLEASE READ THE INFORMATION BELOW PRIOR TO COMPLETING AND SUBMITTING THE ATTACHED FORM.

Prospect Community Services Ltd. is currently accepting Expression of Interest (EOI)¹ from motivated, enthusiastic people interested in working as Disability Support Workers in the Charters Towers region.

Our Disability Support Workers provide support to and deliver services that promote and enhance the quality of life for persons with a disability and/or mental health issue in our local community.

To be successful as a Prospect Disability Support Worker you will:

- Be able to establish a professional, supportive, and encouraging working relationship with our clients;
- Have effective interpersonal, verbal and written communication skills;
- Maintain high ethical standards;
- Have basic computer skills including an ability to use email;
- Possess, or be able to obtain, a current:
 - Queensland Driver Licence
 - First Aid Certificate
 - Blue Card Positive Notice (working with Children check)
 - NDIS Worker Screening Check Clearance;
- Have a smartphone and reliable, registered, and insured motor vehicle; and
- Be reliable, punctual, and able to work flexibly and with initiative, with limited supervision.

If this sounds like you, complete the form on the following page and submit:

- In person: by delivering it to reception at 3 Powell Lane, Charters Towers QLD 4820;
- By Mail: by posting it to PO Box 207, Charters Towers QLD 4820; or
- Electronically: by emailing a scanned copy to hr@prospect.org.au

When a Disability Support Worker role becomes available, we may contact you to further discuss your expression of interest and ask you to submit a formal Letter of Application addressing the selection criteria along with a copy of your Resume. You will only be contacted in the first instance if your EOI is progressed to the next stage of Prospect Community Services Ltd.'s recruitment process.

Only shortlisted candidates will then be contacted for interview.

With your written consent, Prospect Community Services Ltd. will retain your completed Expression of Interest Form for a period of 3 months for the purpose of pursuing potential upcoming employment opportunities with you.

For any further information or clarification, drop a line to our Human Resources at hr@prospect.org.au for assistance.

¹ An Expression of Interest (EOI) is an initial call for people with particular skills, capabilities, or experience to demonstrate their interest in potential upcoming roles with Prospect Community Services Ltd.

EMPLOYMENT EXPRESSION OF INTEREST FORM (DISABILITY AND MENTAL HEALTH SERVICES)

NAME:			
ADDRESS:			
PHONE NUMBER:			
EMAIL:			
MY RECENT EMPLOYMENT HISTORY:	POSITION	EMPLOYER	DATES EMPLOYED
WHY I WOULD BE A SUCCESSFUL DISABILITY SUPPORT WORKER (BASED ON THE CRITERIA LISTED ON PAGE 1):	<p>(Please attach an additional page if you need extra space)</p>		

MY AVAILABILITY	Day	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
	Hours							
WHY I AM INTERESTED IN A DISABILITY SUPPORT WORKER ROLE:								
THE PERSONAL ATTRIBUTES I WOULD BRING TO THE POSITION OF DISABILITY SUPPORT WORKER:								

SIGNATURE: _____ DATE: _____

I consent to Prospect Community Services Ltd. holding my information on this form for a period of 3 months for the purpose of pursuing potential employment opportunities with me.

OFFICE USE ONLY:
DATE RECEIVED: ___ / ___ / ___
REFERRED TO: _____