



APPLICATION FOR EMPLOYMENT

ABOUT US

PCLS was established as an initiative of the State Government in July 2004.

PCLS employ a number of staff including solicitors and advocates and provide many opportunities for volunteers and students to gain valuable work experience. The staff and volunteers provide supportive, professional and non-judgemental assistance to all clients, including those from backgrounds and/or displaying behaviours which we may find challenging or confronting.

The services provided range from general legal advice, community legal education and advocacy to law reform activities on behalf of communities in the Peel region. PCLS also provide an outreach service to Pinjarra, Waroona and Byford.

Some examples of the legal and non-legal advice and advocacy provided to the community are:

- Family Law
- Criminal Law
- Centrelink
- Child Support Agency matters
- Tenancy issues
- Credit and debt

Information sessions for community members on a range of issues are held regularly and include topics such as:

- Useful legal information for young people
- Understanding contracts
- Credit and Debt
- Tenancy
- Dividing fences
- Wills, Enduring Power of Attorney and Advanced Health Directives

PCLS is currently situated at Suite 6, 2 Sutton Street, Mandurah, WA.

Our Mission

Our mission is to provide a comprehensive and accessible legal service to the Peel Community, with a focus on assistance for low income or disadvantaged people.

To maintain this focus, we prioritise people living on an income of under \$50,000 per year with special interest in those on pensions and benefits. We also provide services to people who are disadvantaged through a range of circumstances such as being a refugee, living with a disability or being the victim of violence.

Our Vision

Our vision is to ensure that community members within the Peel Region are able to access appropriate legal support and that subject to funding, overall access to justice is improved.

We strive to achieve this by offering relevant and useful legal advice to people who have suffered injustice and are vulnerable as a result of this. We believe in the value and dignity of human life and work hard to address some of the challenges that people experience as a result of injustice.





Peel Community Legal Services

FORM: APPLICATION FOR EMPLOYMENT

The information supplied in this document and in your application will be treated in the strictest of confidence.

Details of the vacancy you are applying for:

JOB TITLE:	
LOCATION:	Suite 6/2 Sutton Street Mandurah WA 6210

APPLICANT DETAILS

Title:	Surname:	Given Name/s:	
Home Address:			
Suburb:		State:	P/Code:
Contact Details:			
Work:		Home:	
Mobile:		Email:	
Qualifications: Please attach certified copies of all qualifications and certificates of attainment		Year Obtained:	
Are you an Australian Citizen / Permanent Resident?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
If no, do you have a working visa		<input type="checkbox"/> Yes	<input type="checkbox"/> No
<i>(Note: to be eligible for employment, applicants must have the appropriate work visa or have permanent residency status)</i>			
Do you hold a Current Western Australian Drivers Licence		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Class:			

Where did you see/hear of our advertisement?

Do you require any special arrangements at an interview?

Yes

No

If yes, please provide details below:

Do you have any pre-existing injury or illness of which you are aware that you could reasonably be expected to foresee, could be affected by the nature of the duties and responsibilities of the position for which you are applying?

Yes

No

If yes, please provide a brief description (or on a separate advice):

Do you have any convictions, finding of guilt and/or pending police charges against you that are less than 10 years old?

Yes

No

If yes, please provide brief details:

(Note: A satisfactory police record check is a prerequisite of the position)

EMPLOYMENT DETAILS

Are you currently employed?

Yes

No

PLEASE LIST YOUR THREE MOST RECENT EMPLOYERS

Organisation:	
Position Held:	
Dates of Employment:	Start: Finish:
Reason for leaving:	
Employment Type (please circle):	Permanent / Fixed Term / Casual

Organisation:	
Position Held:	
Dates of Employment:	Start: Finish:
Reason for leaving:	
Employment Type (please circle):	Permanent / Fixed Term / Casual

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Position Held:	
Dates of Employment:	Start: Finish:
Reason for leaving:	
Employment Type (please circle):	Permanent / Fixed Term/ Casual

REFEREE DETAILS

(Note: three referees are required. At least two of these referees should have been your immediate supervisor in your past or existing role. Please also provide a land line number)

1.Name of Referee:	
Position Held:	Contact No: Email:
Name of Organisation:	
Relationship to you:	
2.Name of Referee:	
Position Held:	Contact No: Email:
Name of Organisation:	
Relationship to you:	
3.Name of Referee:	
Position Held:	Contact No: Email:
Name of Organisation:	
Relationship to you:	

CERTIFICATION

<p>I hereby certify that the above information is correct and complete to the best of my knowledge and belief. I understand that, if I am employed, I will be liable to dismissal if any of the statements in my application are found to be deliberately misleading.</p>
<p>Applicants Name:</p> <p>Applicant Signature:</p> <p>Date:</p>

This Page may be used to provide additional information relating to the information requested in the Application Form.