

Thank you for your interest in working for Central TAFE.

The information provided below outlines how to submit your application.

### **How to lodge your application –**

Applications **must** be received by the nominated closing date and time.

**Apply online via the WA Job Board at**  
[www.jobs.wa.gov.au](http://www.jobs.wa.gov.au)

To apply online via the WA Job Board, open up the advertisement for the chosen position and click on 'Apply for Job'. Please note that **attachments can be up to 8MB in one of the following formats: MS Word, MS Excel, Adobe PDF, JPEG or GIF formats.**

By applying online, the WA Job Board allows you to register a personal account, enabling you to store and retrieve applications for various State Government positions. All your personal details, education and recent work history can be saved and automatically uploaded into the application form. You can also store your resume or curriculum vitae, copies of academic transcripts, cover letters, responses to related job requirements/criteria and any other relevant documents on the Job Board.

**Please do not hand deliver, mail, fax or email your application.**

All job applications for Central TAFE are processed by the Education and Training Shared Services Centre (ETSSC) in Bennett St, East Perth.

Should you have any queries about lodging your application, please contact the Recruitment Team on 9264 8385.

### **Closing Date –**

The closing date and time is specified in the job advertisement.

**No proforma or late applications will be accepted.**

Whilst applying online, applicants will be asked a number of application questions, and then to attach their relevant application documentation. **It is therefore strongly recommended that you allow ample time to prepare and submit your application online.**