



# WESTERN AUSTRALIA POLICE FORCE

## APPLICATION FOR EMPLOYMENT ABORIGINAL POLICE AUXILIARY OFFICER – CADET/TRAINEE

**READ CAREFULLY PRIOR TO COMPLETING THIS APPLICATION**

Please ensure you satisfy the minimum requirements for employment as a WA Police Force Aboriginal Police Auxiliary Officer Cadet/Trainee:

- of Aboriginal or Torres Strait Islander descent; and
- aged 17 or over.

**APPLICATION INSTRUCTIONS**

- This application form must be completed by the person applying for employment.
- BLOCK PRINT all details clearly and legibly.
- If the item is "Not Applicable" – enter N/A.
- Indicate with a cross in the correct box. For example if your answer is "YES", indicate as  YES  NO
- You must make full disclosure of any legal proceedings instigated against you, regardless of the length of time since, or the outcome of the offence/incident. (The Spent Conviction Act does not apply to this application). **Applicants are to declare all convictions.**

**SECTION 1 - PERSONAL DETAILS**

SURNAME: .....

GIVEN NAME/S: .....

DATE OF BIRTH: ...../...../.....      AGE: .....

RESIDENTIAL ADDRESS: .....

..... POSTCODE: .....

POSTAL ADDRESS: .....

..... POSTCODE: .....

TELEPHONE: (HOME) ..... (MOBILE) .....

(WORK) .....

EMAIL ADDRESS:

**OFFICE USE ONLY**

Application Received ON ____ / ____ / ____ BY PD _____	Applicant Number: <div style="border: 1px solid black; width: 150px; height: 40px; margin: 5px 0;"></div>
--	--

## SECTION 2 – PARENT/GUARDIAN DETAILS (17 year old applicants only)

SURNAME: .....

GIVEN NAME/S: .....

RELATIONSHIP TO APPLICANT: .....

RESIDENTIAL ADDRESS: .....

..... POSTCODE: .....

TELEPHONE: (HOME) ..... (MOBILE) .....

(WORK) .....

I, (print full name of parent/guardian): ..... hereby consent

to (full name of applicant): ..... applying for employment  
as an Aboriginal Police Auxiliary Officer – Cadet/Trainee with the Western Australia Police Force.

Parent/Guardian Signature: ..... DATE: .....

## SECTION 3 - PLACE OF BIRTH AND CITIZENSHIP

What is your place of birth? City/Town: .....

State: ..... Country: .....

## SECTION 4 - ETHNICITY

We welcome applications from diverse communities and value a diverse and culturally rich workforce.

Please indicate which of the following apply:

- Both Aboriginal and Torres Strait Islander
- Aboriginal
- Torres Strait Islander

Main language spoken at home:

- English
- OR
- Language other than English  Please specify .....

## SECTION 5 - EDUCATION AND QUALIFICATIONS

Specify the highest education level (or equivalent) that you have completed:

Year 10  Year 11  Year 12  Year 12 WACE/TEE  TAFE/Cert/Dip  University

Name of highest education institution: .....

## SECTION 6 - EMPLOYMENT HISTORY

**Are you currently employed?**       YES       NO

Current, or last job role or occupation: .....

Current, or last employer (company name): .....

Date from: ...../...../.....      Date to: ...../...../.....

Brief details of your duties: .....

.....

**Details of employment held for the last 5 years:** (If required, please provide further information on the Continuation Sheet – Section 13).

Job Role	Employer (Company Name)	Date from	Date to

**Have you ever had your employment terminated or left any employment under negative circumstances?**

YES       NO      (If yes, please provide further information on the Continuation Sheet – Section 13).

## SECTION 7 - REFEREES

**Name and contact details of one work reference is required.** If referees are not available, please detail your situation in this regard on the Continuation Sheet – Section 13. (Written references are not required).

Referees must:

- Be a direct line manager or supervisor at your current or most recent place of work (not a colleague).
- Be able to comment on your prior policing performance (if you are applying as an officer from another police service or as an officer reengaging with Western Australia Police Force).
- Not be a blood relative.
- Not be married to, or in a de-facto relationship with you.

**Referee Details:**

1. Name: .....

Job Title: .....

Company Name: .....

Contact Number: .....

Email Address (required): .....

**SECTION 8 - POLICE RANGER OR CADET HISTORY**

**Are you currently or have you ever been a serving member of any police service, defence force, cadet or ranger Unit in Australia or overseas?** (e.g. Police Rangers, Armed Services, Emergency Services, St John Ambulance or similar).

YES       NO

**If yes:**

- Which unit/section are/were you serving with? .....
- Rank or classification: ..... Service Number: .....
- Date commenced: ...../...../.....      Date received last rank: ...../...../.....
- Which unit/section are/were you attached to? .....
- General Experience: .....  
.....  
.....
- End date (if applicable): ...../...../.....
- Reason for leaving: .....

**SECTION 9 - MARKET RESEARCH**

**Please specify your current or most recent employment sector:**

Student     Defence Force     Government     Business & Admin     Trade

Police     Sales & Marketing     Other

**Please indicate which recruiting advertisements have influenced your decision to apply to Western Australia Police Force (select all that apply):**

Internet     Online Video     Social Media     Stepforward Website     Radio

Television     Newspaper     Sporting Club     School/Career Councillor     Other

Word of Mouth (community)     Expo (please specify below)

Please specify: .....

**SECTION 10 – BODY ART**

**Do you have any tattoos that may be visible when wearing a short sleeve police shirt?**

YES       NO      (if yes, attach clear photos and provide further information on the Continuation Sheet – Section 13). Include the extent, size, location and nature of the tattoo and the translation and/or meaning of any words)

**Do you have any visible spacers or piercings?**

YES       NO      (if yes, provide further information on the Continuation Sheet – Section 13 and attach clear photos of any visible spacers)



PERSONNEL SECURITY VETTING UNIT

CONSENT FOR INTEGRITY CHECK

READ CAREFULLY PRIOR TO COMPLETING

- While a criminal record or contact with the police may not necessarily disqualify you as an applicant, you are required to truthfully answer all the questions in this application to be considered further.
- When answering “YES” to a question, please provide further details as required – use the continuation sheet in Section 13, ensuring the relevant question number is referenced.
- To prevent delays in your recruitment process, all questions **must** be answered.

SECTION 11 - BIOGRAPHICAL DATA

Surname (family name):				
Given Names:				
Home Phone:		Mobile:		
Email Address:	Work Email			
	Personal Email			
Date Of Birth: (dd/mm/yyyy)	/ /		<input type="checkbox"/> Female <input type="checkbox"/> Male	
	City/Town	State	Country	
Place Of Birth:				
Current Citizenship/Visa Status:				
Current Driver's Licence: <input type="checkbox"/> Manual <input type="checkbox"/> Automatic	Where Issued	When Issued	Licence Number	Probationary Expiry Date
Other/Previous Driver's Licence: <input type="checkbox"/> Manual <input type="checkbox"/> Automatic	Where Issued	When Issued	Licence Number	Probationary Expiry Date
Current Employer:	Employer/Company Name		Employer/Company Address	
Current Job Role/Occupation:				
List Your Social Networking Accounts:	Site		User Name	
	Site		User Name	
List names, date of birth & relationship (to you) of all persons over 18 residing with you: (e.g. John Smith, 14/03/1953, father)	Full Name		Date of Birth	Relationship to you

Have you ever used or been known by any other name, alias or nickname?	<input type="checkbox"/> YES <input type="checkbox"/> NO If 'YES' please provide full name/s, date and reason for name change			
Have you ever lived in any other state/s or territory/s of Australia other than Western Australia?	<input type="checkbox"/> YES <input type="checkbox"/> NO If 'YES' provide brief details			
Have you ever lived in any other country other than Australia for more than 12 months?	<input type="checkbox"/> YES <input type="checkbox"/> NO If 'YES' provide brief details			
List all your temporary and permanent residential addresses for the past 5 years, including all addresses within Australia and overseas. Ensure there are no gaps in date history and no post office box addresses.	Address		Date From	Date To

### SECTION 12 - INTEGRITY DECLARATION

1. Have legal proceedings ever been instigated against you, in Australia or overseas, in relation to Criminal Court/Traffic Court/Defence Force Tribunal, other?	<input type="checkbox"/> YES <input type="checkbox"/> NO If 'YES' provide full details including dates		
2. Have legal proceedings ever been instigated against you, in Australia or overseas, in relation to Civil Court?	<input type="checkbox"/> YES <input type="checkbox"/> NO If 'YES' provide full details including dates		
3. Have legal proceedings ever been instigated against you, in Australia or overseas, in relation to Children's Court/Juvenile Justice Team?	<input type="checkbox"/> YES <input type="checkbox"/> NO If 'YES' provide full details including dates		
4. Have you ever been issued with a fine (infringement notice i.e. general traffic, speeding, speed cameras, liquor, firearms, red light cameras)	<input type="checkbox"/> YES <input type="checkbox"/> NO If 'YES' provide full details including dates		

5. Have you ever been issued with a Juvenile Caution, Drug Diversion or Move-on notice?	<input type="checkbox"/> YES <input type="checkbox"/> NO If 'YES' provide full details including dates	
6. Have you ever received or been issued with a Restraining or Domestic Violence Order?	<input type="checkbox"/> YES <input type="checkbox"/> NO If 'YES' provide full details including dates	
7. Do you currently have any court matters pending against you - in Australia or overseas?	<input type="checkbox"/> YES <input type="checkbox"/> NO If 'YES' provide full details including dates	
8. Have you ever, in Australia or overseas, had any contact with the Police as a victim, complainant or in any other capacity, apart from as the subject of an investigation?	<input type="checkbox"/> YES <input type="checkbox"/> NO If 'YES' provide full details including dates	
9. Have you ever been investigated by any Police, Law Enforcement, Defence Force, Government Department (Federal, State, Local), or other agency either in Australia or overseas?	<input type="checkbox"/> YES <input type="checkbox"/> NO If 'YES' provide full details including dates	
10. Have you ever had your driver's licence suspended or cancelled for any reason, either within Australia or overseas?	<input type="checkbox"/> YES <input type="checkbox"/> NO If 'YES' provide full details including dates, offence type/s and state/country	
11. Do you associate with any person known or thought to be involved in any criminal activity? (Includes, but is not limited to, family, friend, relative, neighbour, business partner, or someone you train, play sport or socialise with etc.)	<input type="checkbox"/> YES <input type="checkbox"/> NO If 'YES' provide full details	
12. Is there anything in your lifestyle or background that could be deemed a conflict of interest or contrary to the reputation or values of the WA Police Force? (Includes, but is not limited to, business interests, associations, employment, club/organisation memberships, personal conduct, social networking, overseas connections etc.)	<input type="checkbox"/> YES <input type="checkbox"/> NO If 'YES' provide full details	
13. Is there any other information relevant to your integrity check assessment?	<input type="checkbox"/> YES <input type="checkbox"/> NO If 'YES' provide full details	





**SECTION 14 – INTEGRITY CHECK AUTHORITY/DISCLAIMER - Use of Personal Information**

To	Commissioner of Police		
From	Given Names (in full)	Surname / Family Name	Date of Birth

I confirm that I have applied for an appointment with the Western Australia Police Force and acknowledge that as a prerequisite of appointment, I agree to undergo an integrity check to ascertain my suitability for that appointment.

I hereby consent to the Commissioner of Police and/or his authorised agent conducting whatever enquiries are considered necessary by them and that after such enquiries to:

- report on my character and/or reputation, and any known and/or suspected criminal and/or improper activity, and associates, antecedents or circumstances of myself; and
- provide an opinion on my suitability for appointment to, or within, the Western Australia Police Force.

I also give consent to my previous/current employer(s) and/or any other person or entity to release any personal information about myself to the Commissioner of Police and/or his authorised agent to enable discussions to be conducted in confidence between the Commissioner of Police and/or his authorised agent and the person or entity releasing the information relating to the recruitment process including integrity evaluations. I further permit these persons or entities to give information and opinions to the West Australian Police Force about me in any form or kind including documents for the purpose of evaluating my suitability for appointment. I also accept that these views shall remain confidential unless the persons or entities giving and/or affected by such views have expressed consent to enable third party disclosure.

I hereby release and waive all rights, actions, tort suits or claims which may prevent, or arise from (whether directly or indirectly), the deliverance and disclosure of such information to or by the Western Australia Police Force, and the use of such information by the Western Australia Police Force in determining my merit for appointment. This release and waiver may be pleaded in bar to any action, claim, tort or proceedings, commenced or now taken or which hereinafter may be taken by me in any jurisdiction which relates to the release or delivery of such information to the Western Australia Police Force or the use of such information by the Western Australia Police Force in the determination of my merit, including my character or reputation, for appointment.

I acknowledge that the integrity check conducted on me by the Western Australia Police Force may include checking relevant information about any person associated with my integrity check assessment.

Applicant's signature	Date
Parent/Guardian signature (17 year old applicants only)	Date

**SECTION 15 – DECLARATION OF STATEMENT TO THE WA POLICE FORCE**

I declare that the statements I have made and the information I have given are true to the best of my knowledge and belief. I have not withheld any relevant information required by this application, or made any false or misleading representation. I acknowledge that if I have knowingly or wilfully given false or misleading information or have withheld any information, it could result in 1) rejection of my application; 2) legal proceedings against me; and 3) dismissal after appointment. I further acknowledge that I am accountable and responsible for any expense, cost or fee, which may be incurred by me during the various examinations, evaluations and assessments.

Applicant's signature	Date
Parent/Guardian signature (17 year old applicants only)	Date

## SECTION 16 - APPLICANT CHECK LIST

**Have you completed the application in full?**  YES  NO

The application will not be progressed if all sections of the application have not been completed.

**Have you signed and dated the application form?**  YES  NO

**Has your parent/guardian signed and dated the application form?**  YES  NO

**Have you provided certified copies of all required documents?**  YES  NO

- Full Birth Certificate i.e. should contain parents' details.
- Change of name documentation (if applicable).
- A recent original, colour, passport compliant photograph (print your name on the back of the photograph).

Please notify Police Recruiting [police.recruiting@police.wa.gov.au](mailto:police.recruiting@police.wa.gov.au) of any change to your address or contact details.

## SECTION 17 - SUBMITTING THE APPLICATION

### Mailed Applications

- Photocopy the documents required as listed on the Applicants Checklist (Section 15).
- Present the originals and photocopied documents to a **qualified person** to be certified. (Please visit the [www.stepforward.wa.gov.au](http://www.stepforward.wa.gov.au) website for a full list of **qualified persons**).
- Forward the certified copies to Police Recruiting with the application form.
- Retain the originals.

### Hand Delivered Applications

- Photocopy the documents required as listed on the Applicants Checklist.
- Present originals and photocopied documents to Police Recruiting. Originals will be sighted, certified and returned to you.

### Police Recruiting Address and Contact Details

Police Recruiting  
Recruitment Centre  
WA Police Academy  
81 Lakeside Drive  
JOONDALUP  
Western Australia 6027

Phone: (08) 9301 9540  
Fax: (08) 9301 9747  
E-Mail: [police.recruiting@police.wa.gov.au](mailto:police.recruiting@police.wa.gov.au)  
Website: [www.stepforward.wa.gov.au](http://www.stepforward.wa.gov.au)