



Australian High Commission  
Port Moresby

## Job Application Form

Please complete and submit this form with your CV electronically to [pngahc.recruitment@dfat.gov.au](mailto:pngahc.recruitment@dfat.gov.au)

<b>Role you are applying for</b> (Note: The Australian High Commission, Port Moresby only accept applications in response to advertisements)			
Title:	Consular Policy and Crisis Planning Manager		
Where did you see this position advertised?			
<b>Personal Particulars</b>			
Given Names:		Family Name:	
Gender:		Nationality:	
Address:			
Mobile number:		Alternative Mobile/ Telephone Number:	
Email Address:			
How should we contact you? (please <input checked="" type="checkbox"/> tick preference)		Telephone <input type="checkbox"/>	Email <input type="checkbox"/>
<b>Your Employment History (Most recent or current first please)</b>			
Employer name	Dates from/to	Position held	Reason for leaving
<b>Your Qualifications (Most recent first please)</b>			
Qualification title	Institution/ Training Provider	Year completed	



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<b>Integrity and Conduct</b>		
In your current or past employment, have you been subject to formal disciplinary action due to your conduct, behaviour or work performance? Examples of disciplinary action include termination of employment, reduction in classification, re-assignment of duties, reduction in salary, deductions from salary by way of fine, a reprimand or formal counselling?	Yes* <input type="checkbox"/>	No <input type="checkbox"/>
If yes, please provide specific details of the disciplinary action, including time and place of employment at the time the incident/s took place:		
<b>Equal Employment Opportunity Details</b>		
Completion of this section is voluntary. Please tick <input checked="" type="checkbox"/>		
Person with a disability:	Yes* <input type="checkbox"/>	No <input type="checkbox"/>
If yes, do you require any specific support to assist with the recruitment process? (Please enter details only if specific support is required) _____		



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## One-page pitch statement of claims

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Please refer to the one-page pitch statement of claims information in the Candidate Information Pack to assist you with completing this section of the Job Application Form. The word limit for the one-page pitch statement is **1,000 words** and font style should be **Times New Roman**, font **size 12**.

**All applicants must provide a one-page statement of claims to be considered for any position with the Australian High Commission, Port Moresby.**

**Thank you for completing the Job Application Form.**

Please remember to attach this form with your **CV** and submit to the Australian High Commission, Port Moresby  
Human Resources Section - [pngahc.recruitment@dfat.gov.au](mailto:pngahc.recruitment@dfat.gov.au)