

POSITION INFORMATION SHEET

Position Title: Teacher Aide – Student with Disabilities
Location: Chancellor State College
Positions: 3 x 20 hpw temporary part-time teacher aide positions

Applications to be forwarded to: The Registrar
Chancellor State College
PO Box 7066
SIPPY DOWNS 4556

Closing Date: 09 October 2006

How to Apply:

Your application must include:

- Application for Advertised Position
- Responses to Selection Criteria 1 – 5
- The names of two work referees

Preparing your Application:

There is no standard format in preparing your application however you must provide written or typed responses to the Selection Criteria 1 – 5 in the Position Description. This enables the Interview Panel to assess your knowledge, experience, skills and abilities in performing the duties of the position.

The wording of the Selection Criteria indicates the required level of knowledge, skills and abilities needed for the position.

For example: *ability to* implies that you have the potential to acquire the skill or knowledge, if you have not had direct experience with these aspects of work, you could demonstrate your ability by comparing it to similar or equivalent responsibilities, tasks etc or relevant studies that you have undertaken. If you have had previous experience as a cleaner, please indicate the tasks and duties you were responsible for.

Hours of Duty:

Hours per day will vary according to student needs.

Important Information:

- A school entitlement to this position is dependent upon the schools enrolment which may fluctuate. Applicants for school based positions should understand that the total number of hours worked may increase or decrease as a result of these fluctuations.
- You may be required to work across the College on both Campuses.
- References are not required. If it is considered necessary to clarify information or increase the amount of data available to the panel, referees will be contacted following an interview.
- In all government buildings, a non-smoking policy exists.
- Applicants chosen to be interviewed will be contacted by 19 October 2006.
- Feedback is available to unsuccessful applicants upon request.
- If you have any enquiries regarding these positions, please contact the Registrar.

GOOD LUCK WITH YOUR APPLICATION