



EXPRESSION OF INTEREST

FOR AN ADVERTISED SECONDMENT POSITION

This form must be completed for the secondment proposed. This form is an application only and is not the final contract arrangement which will be determined after a recruitment and selection process. This form demonstrates that the home council has given due consideration and approval to the potential secondment of the applicant.

APPLICANT DETAILS:

Title:

Given Names:

Surname:

SUBSTANTIVE POSITION DETAILS:

Position Title:

Council:

Location:

Classification:

Award:

SECONDMENT POSITION DETAILS:

Position Title:

Council:

Location:

Classification:

Award:

Hours per Fortnight:

Commencement Date:

to

End Date:

CONTACT DETAILS:

Current Supervisor:

Name:

Telephone:



APPROVAL TO APPLY FOR SECONDMENT:

Consent is given for name of applicant to apply for a secondment from insert home council name to the insert seconding council name.

It is understood that this is an expression of interest for an available secondment opportunity. A formal request to the Chief Executive Officer of the home council will be made if the applicant is successful.

Signature of direct supervisor

Position Title

Name of Supervisor:

Signature

Chief Executive Officer

Name:

The following information should be attached to this application:

- Resume
- Response to the selection criteria if applicable
- 2 Referee contact details
- List of any policies/procedures/examples of relevant work completed in current role

Applicant to Sign:

Print Name:

Position:

Signature:

Date:

ADDITIONAL INFORMATION

- Complete all applicable sections of the form.
- Council will conduct a recruitment and selection process based on merit.
- Council may contact your supervisor or Chief Executive Officer to negotiate the arrangements, including suitable dates and arrangements for payroll and leave.
- Please note that you must liaise with your own Council before applying to ensure that a leave of absence would be approved for the period specified.
- The position offers the applicant experience working in a different local government environment.
- The applicant has read and understood all provisions of the secondment brochure.

FORWARD COMPLETED AND SIGNED FORM TO:

LGMA Placement Programme
membership@lgmaqlld.org.au
Telephone: (07) 3174 5007