



JOB APPLICATION GUIDELINES

Dear Applicant

Thank you for your interest in our advertised vacancy.

The closing date for this vacancy is **3pm 26 November 2009**.

Your Application

Your application is the first step towards securing an interview. It should include:

- Address to the Selection Criteria as specified in the Job Description Form
- A resume or curriculum vitae
- A covering letter detailing your experience in the context of the advertised position.

Your application should be marked “Confidential Advertised Vacancy” and addressed to:

By Post: Corporate Services PO Box 751 KALGOORLIE WA 6433	By Email: June.anderson@gedc.wa.gov.au
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It is your responsibility to ensure your application is received at the office of GEDC by the closing date and time stated in the advertisement. Late applications cannot be considered. If you are in any doubt of your application being received or have any questions about the information provided, please contact June Anderson on (08) 90 80 50 10 or june.anderson@gedc.wa.gov.au.

Corporate Information

Information on the GEDC is available through our website: www.gedc.wa.gov.au.

Trail Four Day Breach Claim Period

The Breach Claim Period for appointments has been reduced to four days. Please visit <http://www.opssc.wa.gov.au/hrm/breachclaims/fourdaytrial.htm> for further details.

