



Information for Applicants

Thank-you for your interest in applying for the advertised position at Our Lady of the Sacred Heart College commencing Monday 27 May 2024.

Please find below detailed instructions to follow when submitting your application.

Your application should include the following:

1. A one-page introduction letter
2. A three-page (maximum) resume including the names and contact details of three recent professional referees who may be approached, in confidence.
3. The completed CESA Employment Declaration
4. A copy of your:
 - Working With Children Check (WWCC)
 - SAVA Clearance to work in Catholic Education SA
 - Responding to Risks of Harm, Abuse and Neglect – Education and Care (RRHAN-EC)
 - First Aid Certificate
5. CESA Staff do not need to be vaccinated against COVID-19 as a condition of employment, with the exception of CESA Staff working in High-Risk Settings. CESA Staff are however strongly encouraged to have and maintain an Up-To-Date Vaccination Status in accordance with the ATAGI statement. The vaccination requirement for CESA Staff working in High-Risk Settings is a condition of employment or engagement unless an exemption is approved in accordance with the CESA COVID-19 Vaccination Policy.

Other directions:

- Applications to be addressed to Ms Maria Urbano, Principal OLSH College
- Please submit your application by email in one PDF document to positions@olsh.catholic.edu.au

Applications close: Monday 13 May @ 9:00am