

**knowmore legal service**  
**Application For Employment**  
**Lawyer and Senior Lawyer**

**Please note:**

All fields needs to be completed

Only applicants who have unrestricted right to work in Australia should apply

Application Completion Date: \_\_\_\_\_

**Position and availability information**

Position Applied For: Lawyer Senior Lawyer	Location Applied For:	Working Arrangement Desired:  If part time, how many days?
How much notice are you required to give your current employer? None, I'm ready to start now 1 week 2 weeks 3 weeks 4 weeks	Are you an Australian citizen or permanent resident? Yes No  If no, do you have a non-restricted working visa? Yes No	Do you have a current National Police Records check, or are willing to obtain one? Yes No  Do you have a current Working with Children check, or are willing to obtain one? Yes No

Do you hold or are eligible to hold a Legal Practising Certificate in Australia?

Hold an Australian Practising Certificate

Eligible to hold an Australian Practising Certificate

Expected date to be admitted to practice?

How many years post admission experience do you have?

**Personal Information**

Title: \_\_\_\_\_ First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Mobile Number: \_\_\_\_\_ Home Address: \_\_\_\_\_

Email Address: \_\_\_\_\_ Suburb: \_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_

**Education / Qualification Details**

Institution	Qualification	Year Obtained

**Employment Details** If needed use 'Additional information' page to provide further details

Employer name:

Dates Employed :

From to

Employer address:

Reason for leaving:

Position Title:

Summary of your duties and responsibilities:

Employer name:

Dates Employed :

From to

Employer address:

Reason for leaving:

Position Title:

Summary of your duties and responsibilities:

Employer name:

Employer address:

Position Title:

Summary of your duties and responsibilities:

Dates Employed :

From to

Reason for leaving:

Employer name:

Employer address:

Position Title:

Summary of your duties and responsibilities:

Dates Employed :

From to

Reason for leaving:

## Volunteering or PLT Placement Details

Please list volunteer experience that is relevant to the job only

Organisation name:

Dates:

From to

Organisation address:

Reason for leaving:

Volunteer Job Placement

Position Title:

Summary of your duties and responsibilities:

Organisation name:

Dates:

From to

Organisation address:

Reason for leaving:

Position Title:

Summary of your duties and responsibilities:

Organisation name:

Dates:

From to

Organisation address:

Reason for leaving:

Position Title:

Summary of your duties and responsibilities:

**Job Specified questions:**

Demonstrate your experience and awareness of issues when working with and providing legal advice and assistance to survivors of abuse and clients with complex needs.

Demonstrate your legal experience, including working in a high volume work environment, managing competing priorities, and where relevant, in supervising legal staff (eg paralegals).

Describe your understanding of providing culturally safe legal services to Aboriginal and Torres Strait Islander people and culturally and linguistically diverse people.

**References:**

Please provide contact information for two referees. Both referees must be your manager or supervisor - one of which must be your current manager or supervisor.

The referees will not be contacted until after the interviews stage and consent from you to contact them.

**Referee 1**

Name

Relationship with referee

Organisation

Referee position

Email Address

Mobile Number

**Referee 2**

Name

Relationship with referee

Organisation

Referee position

Email Address

Mobile Number

**Additional Information:**

knowmore Legal Service Limited is funded by the Australian government as represented by the Attorney-General's department | ABN 34 639 490 912 | ACN 639 490 912

Image inspired by original artwork by Dean Bell depicting knowmore's connection to the towns, cities, missions and settlements within Australia.

knowmore acknowledges the Traditional Owners of the lands across Australia upon which we live and work. We pay our deep respects to Elders past, present and emerging.