

North West Residential Support Services Inc.
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RECRUITMENT PACKAGE EMPLOYEE VOLUNTEER STUDENT

Number: <2>
Effective From: <September> <2017>
Replaces: <1>
Review: NWRSS Board
Contact: Neal Rodwell, General Manager
Review Date: <January> <2018>

Please follow the instructions for signing off and returning documents in this package:

1. Application -- **Complete, sign and return**
2. Guidelines for Employees, Volunteers and Students -- **Sign and return**
3. Medical Questionnaire -- **Complete, sign and return**
4. Health Competencies Declaration. **Complete, sign and return**
5. **Retain** the Position Description for future reference. (Provided as information only for volunteers and students)
6. **Retain** the Health Assessment Guide – Disability Support Worker
7. **Study** the introduction to Preventing & Responding to Abuse. If you proceed to an interview you will be expected to show your understanding of this policy to be considered for employment
8. **Study** the introduction to Restrictive Interventions. If you proceed to an interview you will be expected to show your understanding of this policy to be considered for employment

Please note that for some support arrangements employees will need to use their own vehicles and claim a kilometrage allowance.

Your application will not be reviewed unless all completed documents are received.

BUILDING BETTER LIVES

ABN: 57 559 571 582