

The Western Dairy **Research, Development & Extension Hub** is an innovative, industry-led hub formed by Western Dairy, and hosted and administered by the South West Catchments Council (SWCC).

## Job Application Procedures

### Where to get the selection criteria:

The selection criteria are included in the job description form available on this website.

### What to include in your application:

- Applications must include the following 3 documents:
  1. Cover letter
  2. Resume / Curriculum Vitae
  3. Statement explicitly addressing each selection criteria. Only one statement per selection criteria is required.
- **Incomplete applications will not be considered.**
- The following is suggested to assist you in writing your statement addressing the selection criteria.

For each of the essential and desirable criteria, draw on your previous experience to write a brief statement that describes a situation in which you successfully utilised the skill or attribute to achieve a successful outcome.

The examples can be from your previous work experience, studies or general life experience and should contain a description of the situation, an outline of the action you took, how the skill or attributes assisted you and the end result of the action. In some instances one statement may address more than one criterion, although this needs to be indicated.

It is intended that the final statement addressing all criteria should be about 2 – 4 pages in length or approximately half a page to a page per criterion, although the content is far more important than the volume.

### When and where to submit your application:

- Applications close at 9:00 a.m. WST Monday 3<sup>rd</sup> April 2017 – late applications will not be considered.
- Email applications to: [swcc@swccnrm.org.au](mailto:swcc@swccnrm.org.au) with “Confidential – Research Scientist Position” in the subject line.

### Where to get further information:

For information about the position please contact Esther Jones – Regional Manager, Western Dairy by telephone on 0418 931 938 or via email at the above address.