

Item 1 - number of applicants for the position of Area Supervisor

Application Submitted	State Responsible	DMW	ASW	Passcode	Surname	Given Name	Home Phone	Mobile Phone	Suburb	Email Address	Aust Citizen	Application Score	Eligibility	Community Service	Details	Availability	Shortlist Rating	PreEmployment	Interview Rating	Status
03/02/2016	QLD	305	31147								Yes	108	17	No		91	No	Not Set		Incomplete Applicant
03/02/2016	QLD	318	31138								Yes	109	18	No		91	No	Not Set	Not Set	Incomplete Applicant
03/02/2016	QLD	318	31138								Yes	109	18	Yes		91	Yes	Acceptable	Not Set	Incomplete Applicant
03/02/2016	QLD	318	31144								Yes	98	20	Yes		78	Yes	Not Set		Incomplete Applicant
03/02/2016	QLD	318	31145								Yes	111	20	No		91	Yes	Not Set		Incomplete Applicant
03/02/2016	QLD	318	31145								Yes	108	17	No		91	No	Not Set		Incomplete Applicant
03/02/2016	QLD	318	35027								Yes	110	19	Yes		91	Yes	Not Set	Not Set	Incomplete Applicant
03/02/2016	QLD	318	35027								Yes	110	19	No		91	Yes	Not Set	Not Set	Incomplete Applicant
03/02/2016	QLD	318	35028								Yes	83	18	Yes		65	Yes	Not Set		Incomplete Applicant
03/02/2016	QLD	318	35031								Yes	111	20	Yes		91	Yes	Not Set		Incomplete Applicant
03/02/2016	QLD	318	35037								Yes	89	19	Yes		69.5	Yes	Not Set		Incomplete Applicant
03/02/2016	QLD	318	35037								Yes	107	16	No		91	Yes	Not Set	Not Set	Incomplete Applicant
03/02/2016	QLD	318	35106								Yes	109	18	No		91	Yes	Acceptable	Acceptable	Incomplete Applicant
03/02/2016	QLD	318	35107								Yes	102	21	Yes		81	Yes	Not Set		Application Withdrawn
03/02/2016	QLD	318	35107								Yes	102	21	Yes		81.25	Yes	Acceptable	Acceptable	Incomplete Applicant
03/02/2016	QLD	318	35109								Yes	106	15	Yes		91	No	Not Set		Incomplete Applicant
03/02/2016	QLD	318	35110								Yes	70	18	Yes		52	Yes	Acceptable	Acceptable	Incomplete Applicant
04/02/2016	QLD	318	31137								Yes	65	20	Yes		44.5	Yes	Acceptable	Highly Acceptable	Incomplete Applicant
05/02/2016	QLD	318	35094								Yes	111	20	No		91	No	Not Set		Incomplete Applicant
06/02/2016	QLD	318	31139								Yes	111	20	Yes		91	Yes	Not Set		Application Withdrawn
06/02/2016	QLD	318	31139								Yes	110	19	Yes		91	Yes	Not Set	Not Set	Incomplete Applicant
06/02/2016	QLD	318	31139								Yes	109	18	Yes		91	Yes	Not Set		Application Withdrawn
06/02/2016	QLD	318	31146								Yes	111	20	No		91	Yes	Not Set	Acceptable With Rese	Incomplete Applicant
06/02/2016	QLD	318	35028								Yes	107	16	Yes		91	No	Not Set		Incomplete Applicant
06/02/2016	QLD	318	35109								Yes	32	19	Yes		12.5	Yes	Not Set		Incomplete Applicant
07/02/2016	QLD	318	35028								Yes	87	17	No		70	Yes	Not Set	Acceptable With Rese	Incomplete Applicant
07/02/2016	QLD	318	35031								Yes	111	20	No		91	Yes	Acceptable	Acceptable	Incomplete Applicant
07/02/2016	QLD	318	35108								Yes	73	21	No		52	No	Not Set		Incomplete Applicant
07/02/2016	QLD	318	35110								Yes	112	21	Yes		91	Yes	Acceptable	Highly Acceptable	Application Withdrawn
08/02/2016	QLD	318	31138								Yes	112	21	Yes		91	No	Not Set		Incomplete Applicant
08/02/2016	QLD	318	31138								Yes	16	16	Yes		0	No	Not Set	Not Set	Incomplete Applicant
08/02/2016	QLD	318	31139								Yes	99	19	Yes		80	No	Not Set		Incomplete Applicant
08/02/2016	QLD	318	31145								Yes	112	21	Yes		91	Yes	Not Set		Incomplete Applicant
08/02/2016	QLD	318	35027								Yes	111	20	Yes		91	Yes	Acceptable	Highly Acceptable	Application Withdrawn
08/02/2016	QLD	318	35108								Yes	85	20	Yes		65	Yes	Not Set		Incomplete Applicant
08/02/2016	QLD	318	35110								Yes	35	12	No		22.5	No	Not Set		Incomplete Applicant
09/02/2016	QLD	318	31139								Yes	95	17	Yes		78	Yes	Not Set		Application Withdrawn
09/02/2016	QLD	318	31145								Yes	110	19	Yes		91	Yes	Acceptable		Incomplete Applicant
09/02/2016	QLD	318	31146								Yes	99	21	Yes		78	Yes	Acceptable	Acceptable	Incomplete Applicant
09/02/2016	QLD	318	35106								Yes	21	21	Yes		0	No	Not Set		Incomplete Applicant
09/02/2016	QLD	318	35107								Yes	53	21	Yes		32.25	Yes	Acceptable	Acceptable	Incomplete Applicant
09/02/2016	QLD	318	35110								Yes	110	19	Yes		91	Yes	Not Set	Acceptable With Rese	Incomplete Applicant
09/02/2016	QLD	318	35110								Yes	82	17	Yes		65	No	Not Set		Incomplete Applicant
10/02/2016	QLD	318	35037								Yes	110	19	Yes		91	Yes	Not Set	Not Set	Incomplete Applicant
10/02/2016	QLD	318	35092								Yes	109	18	Yes		91	No	Not Set	Not Set	Incomplete Applicant
10/02/2016	QLD	318	35093								Yes	95	17	Yes		78	Yes	Not Set		Incomplete Applicant
10/02/2016	QLD	318	35094								Yes	112	21	Yes		91	Yes	Not Set		Application Withdrawn
11/02/2016	QLD	318	35027								Yes	109	18	No		91	Yes	Not Set		Incomplete Applicant
12/02/2016	QLD	318	35092								Yes	46	20	Yes		26.13	No	Not Set		Incomplete Applicant
12/02/2016	QLD	318	35106								Yes	109	18	No		91	Yes	Not Set		Incomplete Applicant
12/02/2016	QLD	318	35106								Yes	73	21	Yes		52	No	Not Set		Incomplete Applicant
13/02/2016	QLD	318	35107								Yes	73	21	Yes		52	Yes	Not Set		Incomplete Applicant
14/02/2016	QLD	318	35107								Yes	109	18	No		91	No	Not Set		Incomplete Applicant
15/02/2016	QLD	318	31146								Yes	110	19	Yes		91	Yes	Acceptable	Acceptable	Incomplete Applicant
15/02/2016	QLD	318	31147								Yes	100	18	Yes		81.88	No	Not Set	Not Set	Incomplete Applicant
16/02/2016	QLD	318	31146								Yes	109	18	No		91	Yes	Acceptable	Acceptable	Incomplete Applicant
16/02/2016	QLD	318	35037								Yes	110	19	Yes		91	No	Not Set		Incomplete Applicant
16/02/2016	QLD	318	35109								Yes	37	18	Yes		19	No	Not Set		Incomplete Applicant
17/02/2016	QLD	318	31138								Yes	112	21	No		91	Yes	Acceptable	Not Set	Incomplete Applicant
17/02/2016	QLD	318	31140								Yes	109	18	No		91	Yes	Not Set	Unacceptable	Incomplete Applicant
17/02/2016	QLD	318	31145								Yes	111	20	Yes		91	No	Not Set		Incomplete Applicant
17/02/2016	QLD	318	35031								Yes	61	18	No		42.5	No	Not Set		Application Withdrawn
17/02/2016	QLD	318	35037								Yes	103	12	Yes		91	No	Not Set		Incomplete Applicant
17/02/2016	QLD	318	35092								Yes	107	20	Yes		86.5	No	Not Set	Not Set	Incomplete Applicant
18/02/2016	QLD	318	31145								Yes	40	19	No		20.75	Yes	Not Set		Incomplete Applicant
18/02/2016	QLD	318	31147								No	95	17	Yes		78	No	Not Set	Not Set	Incomplete Applicant
18/02/2016	QLD	318	35107								Yes	109	18	Yes		91	No	Not Set		Incomplete Applicant
18/02/2016	QLD	318	35110								Yes	36	19	Yes		16.75	Yes	Not Set		Incomplete Applicant
19/02/2016	QLD	318	31146								Yes	109	18	Yes		91	Yes	Not Set		Incomplete Applicant
19/02/2016	QLD	318	35027								Yes	98	18	Yes		79.5	No	Not Set		Incomplete Applicant
19/02/2016	QLD	318	35110								Yes	62	18	Yes		43.5	Yes	Not Set		Incomplete Applicant
20/02/2016	QLD	318	31138								Yes	108	17	Yes		91	No	Not Set	Not Set	Incomplete Applicant
21/02/2016	QLD	318	35027								Yes	73	21	Yes		52	No	Not Set	Not Set	Incomplete Applicant
22/02/2016	QLD	318	31139								Yes	112	21	Yes		91	Yes	Not Set		Application Withdrawn
22/02/2016	QLD	318	31147								No	89	19	Yes		69.5	No	Not Set	Not Set	Incomplete Applicant
23/02/2016	QLD	318	35031								Yes	73	18	No		54.5	Yes	Not Set		Incomplete Applicant
23/02/2016	QLD	318	35109								Yes	111	20	Yes		91	No	Not Set		Incomplete Applicant
25/02/2016	QLD	318	31141								Yes	110	19	Yes		91	Yes	Not Set	Acceptable	Application Withdrawn
25/02/2016	QLD	318	35094								Yes	109	18	No		91	No	Not Set		Incomplete Applicant
25/02/2016	QLD	318	35109								Yes	64	19	No		44.75	No	Not Set		Incomplete Applicant
26/02/2016	QLD	318	31141								Yes	86	21	No		65	Yes	Not Set		Incomplete Applicant
02/03/2016	QLD	318	35027								Yes	111	20	No		91	No	Not Set		Incomplete Applicant
02/03/2016	QLD	318	35109								Yes	111	20	Yes		91	Yes	Not Set		Incomplete Applicant
09/03/2016	QLD	318	35028								Yes	111	20	Yes		91	Yes	Not Set		Incomplete Applicant
29/03/2016	QLD	318	35028								Yes	109	18	Yes		91	Yes	Not Set		Incomplete Applicant
29/03/2016	QLD	318	35037								Yes	65	20	Yes		45.25	Yes	Not Set		Incomplete Applicant
14/05/2016	QLD	318	35094								Yes	47	21	Yes		26	Yes	Not Set		Incomplete Applicant

Item 2 - number of applicants shortlisted

Application Submitted	State Responsible	DMW	ASW	Payee Id	Surname	Given Name	Home Phone	Mobile Phone	Suburb	Email Address	Aust Citizen	Application Score	Eligibility	Community Service	Details	Availability	Shortlist Rating	PreEmployment	Interview Rating	Status
03/02/2016	QLD	318	31138								Yes	109	18	Yes		91	Yes	Acceptable	Not Set	Incomplete Applicant
03/02/2016	QLD	318	31144								Yes	98	20	Yes		78	Yes	Not Set		Incomplete Applicant
03/02/2016	QLD	318	31145								Yes	111	20	No		91	Yes	Not Set		Incomplete Applicant
03/02/2016	QLD	318	35027								Yes	110	19	Yes		91	Yes	Not Set	Not Set	Incomplete Applicant
03/02/2016	QLD	318	35027								Yes	110	19	No		91	Yes	Not Set	Not Set	Incomplete Applicant
03/02/2016	QLD	318	35028								Yes	83	18	Yes		65	Yes	Not Set		Incomplete Applicant
03/02/2016	QLD	318	35031								Yes	111	20	Yes		91	Yes	Not Set		Incomplete Applicant
03/02/2016	QLD	318	35037								Yes	89	19	Yes		69.5	Yes	Not Set		Incomplete Applicant
03/02/2016	QLD	318	35037								Yes	107	16	No		91	Yes	Not Set	Not Set	Incomplete Applicant
03/02/2016	QLD	318	35106								Yes	109	18	No		91	Yes	Acceptable	Acceptable	Incomplete Applicant
03/02/2016	QLD	318	35107								Yes	102	21	Yes		81.25	Yes	Acceptable	Acceptable	Incomplete Applicant
03/02/2016	QLD	318	35110								Yes	70	18	Yes		52	Yes	Acceptable	Acceptable	Incomplete Applicant
04/02/2016	QLD	318	31137								Yes	65	20	Yes		44.5	Yes	Acceptable	Highly Acceptable	Incomplete Applicant
06/02/2016	QLD	318	31139								Yes	110	19	Yes		91	Yes	Not Set	Not Set	Incomplete Applicant
06/02/2016	QLD	318	31139								Yes	109	18	Yes		91	Yes	Not Set		Application Withdrawn
06/02/2016	QLD	318	31146								Yes	111	20	No		91	Yes	Not Set	Acceptable With Rese	Incomplete Applicant
06/02/2016	QLD	318	35109								Yes	32	19	Yes		12.5	Yes	Not Set		Incomplete Applicant
07/02/2016	QLD	318	35028								Yes	87	17	No		70	Yes	Not Set	Acceptable With Rese	Incomplete Applicant
07/02/2016	QLD	318	35031								Yes	111	20	No		91	Yes	Acceptable	Acceptable	Incomplete Applicant
07/02/2016	QLD	318	35110								Yes	112	21	Yes		91	Yes	Acceptable	Highly Acceptable	Application Withdrawn
08/02/2016	QLD	318	31145								Yes	112	21	Yes		91	Yes	Not Set		Incomplete Applicant
08/02/2016	QLD	318	35027								Yes	111	20	Yes		91	Yes	Acceptable	Highly Acceptable	Application Withdrawn
08/02/2016	QLD	318	35108								Yes	85	20	Yes		65	Yes	Not Set		Incomplete Applicant
09/02/2016	QLD	318	31139								Yes	95	17	Yes		78	Yes	Not Set		Application Withdrawn
09/02/2016	QLD	318	31145								Yes	110	19	Yes		91	Yes	Acceptable	Acceptable	Incomplete Applicant
09/02/2016	QLD	318	31146								Yes	99	21	Yes		78	Yes	Acceptable	Acceptable	Incomplete Applicant
09/02/2016	QLD	318	35107								Yes	53	21	Yes		32.25	Yes	Acceptable	Acceptable	Incomplete Applicant
09/02/2016	QLD	318	35110								Yes	110	19	Yes		91	Yes	Not Set	Acceptable With Rese	Incomplete Applicant
10/02/2016	QLD	318	35037								Yes	110	19	Yes		91	Yes	Not Set	Not Set	Incomplete Applicant
10/02/2016	QLD	318	35093								Yes	95	17	Yes		78	Yes	Not Set		Incomplete Applicant
10/02/2016	QLD	318	35094								Yes	112	21	Yes		91	Yes	Not Set		Application Withdrawn
11/02/2016	QLD	318	35027								Yes	109	18	No		91	Yes	Not Set		Incomplete Applicant
12/02/2016	QLD	318	35106								Yes	109	18	No		91	Yes	Not Set		Incomplete Applicant
13/02/2016	QLD	318	35107								Yes	73	21	Yes		52	Yes	Not Set		Incomplete Applicant
15/02/2016	QLD	318	31146								Yes	110	19	Yes		91	Yes	Acceptable	Acceptable	Incomplete Applicant
16/02/2016	QLD	318	31146								Yes	109	18	No		91	Yes	Acceptable	Acceptable	Incomplete Applicant
17/02/2016	QLD	318	31138								Yes	112	21	No		91	Yes	Acceptable	Not Set	Incomplete Applicant
17/02/2016	QLD	318	31140								Yes	109	18	No		91	Yes	Not Set	Unacceptable	Incomplete Applicant
18/02/2016	QLD	318	31145								Yes	40	19	No		20.75	Yes	Not Set		Incomplete Applicant
18/02/2016	QLD	318	35110								Yes	36	19	Yes		16.75	Yes	Not Set		Incomplete Applicant
19/02/2016	QLD	318	31146								Yes	109	18	Yes		91	Yes	Not Set		Incomplete Applicant
19/02/2016	QLD	318	35110								Yes	62	18	Yes		43.5	Yes	Not Set		Incomplete Applicant
23/02/2016	QLD	318	35031								Yes	73	18	No		54.5	Yes	Not Set		Incomplete Applicant
25/02/2016	QLD	318	31141								Yes	110	19	Yes		91	Yes	Not Set	Acceptable	Application Withdrawn
26/02/2016	QLD	318	31141								Yes	86	21	No		65	Yes	Not Set		Incomplete Applicant
02/03/2016	QLD	318	35109								Yes	111	20	Yes		91	Yes	Not Set		Incomplete Applicant
09/03/2016	QLD	318	35028								Yes	111	20	Yes		91	Yes	Not Set		Incomplete Applicant

Recruitment

Area supervisor applicants

DMW 318

	Surname	Preferred name	Payee ID	Position applied for	Avail	Eligible	Total	Aust citizen	Shortlist rating	Comments	Interview rating	Pre-emp. checks	Contract Status
1	[REDACTED]	[REDACTED]	[REDACTED]	Area Supervisor	91	21	112	Yes	Yes	Previous [REDACTED] experience but may suit field staff role better	Yes		
2	[REDACTED]	[REDACTED]	[REDACTED]	Area Supervisor	91	21	112	Yes	Yes	Great education and experience with availability. Excellent candidate	[REDACTED]		3pm
3	[REDACTED]	[REDACTED]	[REDACTED]	Area Supervisor	91	21	112	Yes	Yes	Has had [REDACTED] experience.	[REDACTED]		
4	[REDACTED]	[REDACTED]	[REDACTED]	Area Supervisor	91	21	112	Yes	Yes	Previous [REDACTED] experience and [REDACTED]	[REDACTED]		
WITHDRAWN NO SMARTPHONE SKILL										Email 22/2/2016 For MORE INFO ABOUT SMART PHONES			
5	[REDACTED]	[REDACTED]	[REDACTED]	Area Supervisor	91	21	112	Yes	Yes	[REDACTED] manager	[REDACTED]		
6	[REDACTED]	[REDACTED]	[REDACTED]	Area Supervisor	91	20	111	Yes	Yes	No qualifications, 38 hours per week. May be more suited to field officer work?	[REDACTED]		
7	[REDACTED]	[REDACTED]	[REDACTED]	Area Supervisor	91	20	111	Yes	Yes	Has had some retail experience. May be more suitable for the field staff position	[REDACTED]		
8	[REDACTED]	[REDACTED]	[REDACTED]	Area Supervisor	91	20	111	Yes	Yes	[REDACTED] with good customer service skills	[REDACTED]		
9	[REDACTED]	[REDACTED]	[REDACTED]	Area Supervisor	91	20	111	Yes	Yes	Has had experience with retail and also recruitment & management of staff	[REDACTED]		
10	[REDACTED]	[REDACTED]	[REDACTED]	Area Supervisor	91	20	111	Yes	Yes	[REDACTED] and recommended by [REDACTED]	[REDACTED]		INTERVIEW 2/3/2016
11	[REDACTED]	[REDACTED]	[REDACTED]	Area Supervisor	91	20	111	Yes	Yes	[REDACTED] employee with management skill and worked [REDACTED] Good candidate	[REDACTED]		
12	[REDACTED]	[REDACTED]	[REDACTED]	Area Supervisor	91	20	111	Yes	Yes	Good customer service skills. I will need more information before proceeding to interview.	[REDACTED]		
13	[REDACTED]	[REDACTED]	[REDACTED]	Area Supervisor	91	20	111	Yes	Yes	Excellent skills and experience	[REDACTED]		fmm
14	[REDACTED]	[REDACTED]	[REDACTED]	Area Supervisor	91	20	111	Yes	Yes	[REDACTED] experience	[REDACTED]		
15	[REDACTED]	[REDACTED]	[REDACTED]	Area Supervisor	91	19	110	Yes	Yes	Has management and front counter experience	[REDACTED]		
16	[REDACTED]	[REDACTED]	[REDACTED]	Area Supervisor	91	19	110	Yes	Yes	Candidate worked [REDACTED] previously	Yes		
17	[REDACTED]	[REDACTED]	[REDACTED]	Area Supervisor	91	19	110	Yes	Yes	[REDACTED] with good customer focus	[REDACTED]		
18	[REDACTED]	[REDACTED]	[REDACTED]	Area Supervisor	91	19	110	Yes	Yes	Previous [REDACTED] experience along with [REDACTED]	[REDACTED]		
19	[REDACTED]	[REDACTED]	[REDACTED]	Area Supervisor	91	19	110	Yes	Yes	The dates unavailable are incorrect. Happy to	Yes		

NEW CLOSE OFF. 28 FEB 2016

20 ✓	[Redacted]	[Redacted]	Area Supervisor	91	19	110	Yes	Yes	have an interview Strong candidate with good customer service experience	MARCH 1ST INTERVIEW
21 ✓	[Redacted]	[Redacted]	Area Supervisor	91	19	110	Yes	Yes	Previous [Redacted] experience.	NO INTERVIEW
22 ✓	[Redacted]	[Redacted]	Area Supervisor	91	19	110	Yes	Yes	Good qualifications and work history	
23 ✓	[Redacted]	[Redacted]	Area Supervisor	91	19	110	Yes	Yes	[Redacted] with excellent skills	
24 ✓	[Redacted]	[Redacted]	Area Supervisor	91	18	109	Yes	Yes	This candidate owns their own business	
25 ✓	[Redacted]	[Redacted]	Area Supervisor	91	18	109	Yes	Yes	There is not much information on the application and I would ask for more before doing an interview	
26 ✓	[Redacted]	[Redacted]	Area Supervisor	91	18	109	Yes	Withdrawn	Former [Redacted] Good skills. Will have 2 weeks of leave in June/July	WITHDRAWN
26 ✓	[Redacted]	[Redacted]	Area Supervisor	91	18	109	Yes	Yes	Mature and has owned her own business.	
27 ✓	[Redacted]	[Redacted]	Area Supervisor	91	18	109	Yes	Yes	Has management experience but I will need more information before proceeding to interview.	
28 ✓	[Redacted]	[Redacted]	Area Supervisor	91	18	109	Yes	Yes	Has experience in recruitment and selection.	
29 ✓	[Redacted]	[Redacted]	Area Supervisor	91	18	109	Yes	Yes	Previous [Redacted] experience.	
30 ✓	[Redacted]	[Redacted]	Area Supervisor	91	18	109	Yes	Yes	Good leadership skills as a [Redacted]	
31 ✓	[Redacted]	[Redacted]	Area Supervisor	91	16	107	Yes	Yes	Not much detail but has previous experience. Will need more detail before proceeding to interview.	
32 ✓	[Redacted]	[Redacted]	Area Supervisor	83.25	20	103.25	Yes	Yes	Excellent candidate with good qualifications	Mps
33 ✓	[Redacted]	[Redacted]	Area Supervisor	81.25	21	102.25	Yes	Yes	Has previous [Redacted] experience	
34 ✓	[Redacted]	[Redacted]	Area Supervisor	78	21	99	Yes	Yes	Excellent candidate, personally known to me. Some family issues. Trustworthy and hardworking.	
35 ✓	[Redacted]	[Redacted]	Area Supervisor	78	21	99	Yes	Yes	Appears to be an excellent candidate	
36 ✓	[Redacted]	[Redacted]	Area Supervisor	78	20	98	Yes	Yes	Appears to be an excellent candidate for this role	
37 ✓	[Redacted]	[Redacted]	Area Supervisor	78	19	97	Yes	Yes	Great HR and interviewing experience	
38 ✓	[Redacted]	[Redacted]	Area Supervisor	78	17	95	Yes	Yes	More information would be helpful before committing to an interview.	
39 ✓	[Redacted]	[Redacted]	Area Supervisor	78	17	95	Yes	Yes	Ex [Redacted] and [Redacted] volunteer	WITHDRAWN
40 ✓	[Redacted]	[Redacted]	Area Supervisor	78	17	95	Yes	Yes	Has worked with government and has good experience	
41 ✓	[Redacted]	[Redacted]	Area Supervisor	69.50	19	88.50	Yes	Yes	Will require more information on face to face skills before interviewing for the role	

2/3/2016 10 am.

CSW - Applicant List

42 ✓
 43 ✓
 44 ✓
 45 ✓
 46 ✓
 47 ✓
 48 ✓
 49 ✓
 50 ✓
 51 ✓
 52 ✓
 53 ✓
 54 ✓
 55 ✓
 56 ✓
 57 ✓

Supervisor	70.00	17	87.00	Yes	Yes	Good candidate	(7)
Area Supervisor	65	20	85	Yes	Yes	I personally know this candidate.	INTERVIEW COMPLETE 9/2/2016
Area Supervisor	65	20	85	Yes	Yes	Candidate worked in Human Resources	NO INTERVIEW
Area Supervisor	65	18	83	Yes	Yes	Related to me great skills and unappable and calm, firm resolve and attention to detail	
Area Supervisor	65	18	83	Yes	Yes	Require more information on skills and abilities before interviewing	NO INTERVIEW
Area Supervisor	52	21	73	Yes	Yes	Good skills	
Area Supervisor	52	18	70	Yes	Yes	Good candidate	
Area Supervisor	44.5	20	64.5	Yes	Yes	Good candidate	NO INTERVIEW AVAILABILITY? WORKING 60 HOURS
Area Supervisor	43.5	18	61.5	Yes	Yes	Has multilingual background.	
Area Supervisor	39	21	60	Yes	Yes	Lots of customer focus and experience	INTERVIEW 1/3/2016
Area Supervisor	38.25	21	59.25	Yes	Yes	Good qualifications and previous	ML
Area Supervisor	37.75	21	58.75	Yes	Yes	already working almost fulltime hours	
Area Supervisor	32.25	21	53.25	Yes	Yes	Good candidate but working 38 hours per week already.	INTERVIEW BOOKED
Area Supervisor	20.75	19	39.75	Yes	Yes	Good applicant. Good availability from April onwards	
Area Supervisor	16.75	19	35.75	Yes	Yes	Good skills. Good applicant	
Area Supervisor	12.5	19	31.5	Yes	Yes	Sounds positive but may be more suitable to the field officer position	NO INTERVIEW
Area Supervisor	91	21	112	Yes	No	The referee advised that this applicant struggled with the previous role with the	
Area Supervisor	91	20	111	Yes	No	Insufficient detail in application	
Area Supervisor	91	20	111	Yes	No	Insufficient detail in application	
Area Supervisor	91	19	110	Yes	No	Insufficient detail in application	
Area Supervisor	91	18	109	Yes	No	Insufficient detail in application	
Area Supervisor	91	18	109	Yes	No	Insufficient detail in application	
Area Supervisor	91	18	109	Yes	No	Insufficient detail in application	
Area Supervisor	91	18	109	Yes	No	Insufficient detail in application	
Area Supervisor	91	18	109	Yes	No	Insufficient detail in application	
Area Supervisor	91	17	108	Yes	No	Insufficient detail in application	
Area Supervisor	91	17	108	Yes	No	Insufficient detail in application	
Area Supervisor	91	17	108	Yes	No	Insufficient detail in application	
Area Supervisor	91	16	107	Yes	No	Insufficient detail in	

+
 +

INTERVIEW ✓

Supervisor									application
Area Supervisor	86.5	20	106.5	Yes	No				Insufficient detail in application
Area Supervisor	91	15	106	Yes	No				Insufficient detail in application
Area Supervisor	91	12	103	Yes	No				Insufficient detail in application
Area Supervisor	81.88	18	99.88	Yes	No				May suit the role of field officer rather than Area supervisor. Not enough experience in appln.
Area Supervisor	80	19	99	Yes	No				Insufficient detail in application
Area Supervisor	79.5	18	97.5	Yes	No				Insufficient detail in application
Area Supervisor	78	17	95	No	No				Insufficient detail in application
Area Supervisor	65	17	82	Yes	No				Insufficient detail in application
Area Supervisor	52	21	73	Yes	No				Insufficient detail in application
Area Supervisor	52	21	73	Yes	No				Insufficient detail in application
Area Supervisor	52	21	73	Yes	No				Insufficient detail in application
Area Supervisor	42.50	18	60.50	Yes	No				Insufficient detail in application
Area Supervisor	26.13	20	46.13	Yes	No				Insufficient detail in application
Area Supervisor	19	18	37	Yes	No				Availability not sufficient for position
Area Supervisor	22.5	12	34.5	Yes	No				Insufficient detail in application
Area Supervisor	0	21	21	Yes	No				Insufficient detail in application
Area Supervisor	0	16	16	Yes	No				Insufficient detail in application
Area Supervisor	91	20	111	Yes	Withdrawn				
Area Supervisor	81	21	102	Yes	Withdrawn				

100

Map

Field officer applicants

Please select

Surname	Preferred name	Payee ID	Position applied for	Avail.	Eligible	Total	Aust. citizen	Shortlist rating	Comments	Interview rating	Pre-emp. checks	Contract Status
No records found.												

Map (ASW)

Map (All)

RAMT applicants

Please select

Surname	Preferred name	Payee ID	Position applied for	Avail.	Eligible	Total	Aust. citizen	Shortlist rating	Comments	Interview rating	Pre-emp. checks	Contract Status
No records found.												

Map

Recruitment

Area supervisor applicants

DMW 318

Surname	Preferred name	Payee ID	Position applied for	Avail	Eligible	Total	Aust. citizen	Shortlist rating	Comments	Interview rating	Pre-emp checks	Contract Status
[REDACTED]	[REDACTED]	[REDACTED]	Area Supervisor	78	21	99	Yes	Yes	Excellent candidate, personally known to me. Some family issues. Trustworthy and hardworking.			
[REDACTED]	[REDACTED]	[REDACTED]	Area Supervisor	39	21	60	Yes	Yes	Lots of customer focus and experience			
[REDACTED]	[REDACTED]	[REDACTED]	Area Supervisor	91	20	111	Yes	Yes	No qualifications. works in [REDACTED] 38 hours per week. May be more suited to field officer work?			
[REDACTED]	[REDACTED]	[REDACTED]	Area Supervisor	43.5	18	61.5	Yes	Yes	Has multilingual background.			
[REDACTED]	[REDACTED]	[REDACTED]	Area Supervisor	91	19	110	Yes	Yes	[REDACTED] with excellent skills			
[REDACTED]	[REDACTED]	[REDACTED]	Area Supervisor	91	18	109	Yes	Yes	Good leadership skills as a [REDACTED]			
[REDACTED]	[REDACTED]	[REDACTED]	Area Supervisor	91	21	112	Yes	Yes	[REDACTED] manager			
[REDACTED]	[REDACTED]	[REDACTED]	Area Supervisor	91	19	110	Yes	Yes	Strong candidate with good customer service experience			
[REDACTED]	[REDACTED]	[REDACTED]	Area Supervisor	91	20	111	Yes	Yes	Good knowledge			
[REDACTED]	[REDACTED]	[REDACTED]	Area Supervisor	91	20	111	Yes	Yes	Has had some retail experience. May be more suitable for the field staff position			
[REDACTED]	[REDACTED]	[REDACTED]	Area Supervisor	91	18	109	Yes	Yes	Previous [REDACTED] experience.			
[REDACTED]	[REDACTED]	[REDACTED]	Area Supervisor	52	21	73	Yes	Yes	[REDACTED] Good skills			
[REDACTED]	[REDACTED]	[REDACTED]	Area Supervisor	65	20	85	Yes	Yes	Candidate worked in Human Resouces			
[REDACTED]	[REDACTED]	[REDACTED]	Area Supervisor	91	20	111	Yes	Yes	Ex [REDACTED] with management skill and worked at last census. Good candidate			
[REDACTED]	[REDACTED]	[REDACTED]	Area Supervisor	91	19	110	Yes	Yes	Has management and front counter experience			
[REDACTED]	[REDACTED]	[REDACTED]	Area Supervisor	91	20	111	Yes	Yes	[REDACTED] experience			
[REDACTED]	[REDACTED]	[REDACTED]	Area Supervisor	91	20	111	Yes	Yes	Ex resort manager with good customer service skills			
[REDACTED]	[REDACTED]	[REDACTED]	Area Supervisor	38.25	21	59.25	Yes	Yes	Good qualifications and previous [REDACTED] experience.			
[REDACTED]	[REDACTED]	[REDACTED]	Area Supervisor	91	19	110	Yes	Yes	Candidate worked in a [REDACTED]			
[REDACTED]	[REDACTED]	[REDACTED]	Area Supervisor	91	18	109	Yes	Yes	Mature and has owned her own business.			

FLU

W/ 114 0200

No REPLY
29/6/16
FLU

FLU

FLU

No interview

Area Supervisor	81.25	21	102.25	Yes	Yes	Has previous experience	
Area Supervisor	91	20	111	Yes	Yes	Previous and recommended by	
Area Supervisor	91	21	112	Yes	Withdrawn	Previous experience and Director of own business	
Area Supervisor	65	18	83	Yes	Yes	Related to me great skills and unflappable and calm, firm resolve and attention to detail	
Area Supervisor	32.25	21	53.25	Yes	Yes	Good candidate but working 38 hours per week already.	
Area Supervisor	91	19	110	Yes	Yes	The dates unavailable are incorrect. Happy to have an interview	
Area Supervisor	91	19	110	Yes	Yes	Previous experience along with banking	
Area Supervisor	69.50	19	88.50	Yes	Yes	Will require more information on face to face skills before interviewing for the role	FLU
Area Supervisor	78	19	97	Yes	Yes	Great HR and interviewing experience	FLU
Area Supervisor	20.75	19	39.75	Yes	Yes	Good applicant. Good availability from April onwards	WITHDRAWN - NOT ANSWER JOB
Area Supervisor	91	21	112	Yes	Yes	Has had experience.	
Area Supervisor	54.50	18	72.50	Yes	Yes	May require further information before an interview	
Area Supervisor	91	20	111	Yes	Yes	Good customer service skills. I will need more information before proceeding to interview.	
Area Supervisor	91	18	109	Yes	Yes	Has experience in recruitment and selection.	
Area Supervisor	78	20	98	Yes	Yes	Appears to be an excellent candidate for this role	FLU
Area Supervisor	78	19	97	Yes	Yes	Great previous experience and skills	
Area Supervisor	70.00	17	87.00	Yes	Yes	Good candidate	
Area Supervisor	37.75	21	58.75	Yes	Yes	already working almost fulltime hours	
Area Supervisor	44.5	20	64.5	Yes	Yes	Good candidate	Yes to Interview
Area Supervisor	91	20	111	Yes	Yes	Has had experience with retail and also recruitment & management of staff	
						Sounds positive	

CSW - Applicant List

[Redacted]	Area Supervisor	12.5	19	31.5	Yes	Yes	but may be more suitable to the field officer position	
[Redacted]	Area Supervisor	16.75	19	35.75	Yes	Yes	Good skills. Good applicant	F/U 28/2/16
[Redacted] ✓	Area Supervisor	83.25	20	103.25	Yes	Yes	Excellent candidate with good qualifications	
[Redacted]	Area Supervisor	91	18	109	Yes	Yes	Has management experience but I will need more information before proceeding to interview.	F/U 28/2/16
[Redacted]	Area Supervisor	78	20	98	Yes	Yes	More information required before interviewing.	
[Redacted] ✓	Area Supervisor	78	21	99	Yes	Yes	Appears to be an excellent candidate	
[Redacted] ✓	Area Supervisor	78	17	95	Yes	Yes	More information would be helpful before committing to an interview.	
[Redacted]	Area Supervisor	52	18	70	Yes	Yes	Good candidate	
[Redacted]	Area Supervisor	91	19	110	Yes	Yes	Good qualifications and work history	
[Redacted]	Area Supervisor	91	16	107	Yes	Yes	Not much detail but has previous experience. Will need more detail before proceeding to interview.	
[Redacted]	Area Supervisor	91	18	109	Yes	Withdrawn	Former [Redacted] Good skills. Will have 2 weeks of leave in June/July	
[Redacted]	Area Supervisor	78	17	95	Yes	Yes	Ex [Redacted] and [Redacted] volunteer	
[Redacted]	Area Supervisor	91	18	109	Yes	Yes	There is not much information on the application and I would ask for more before doing an interview	
[Redacted] ✓	Area Supervisor	91	21	112	Yes	Yes	Great education and experience with availability. Excellent candidate	
[Redacted]	Area Supervisor	91	19	110	Yes	Yes	[Redacted] with good customer focus	
[Redacted] ✓	Area Supervisor	91	21	112	Yes	Yes	Previous [Redacted] experience but may suit field staff role better	
[Redacted]	Area Supervisor	78	17	95	Yes	Yes	Has worked with government and has good experience	
[Redacted]	Area Supervisor	91	20	111	Yes	Yes	Excellent skills and experience	
[Redacted]	Area Supervisor	91	19	110	Yes	Yes	Previous [Redacted] experience.	
[Redacted] ✓	Area Supervisor	65	20	85	Yes	Yes	I personally know this candidate.	Highly acceptable
[Redacted]	Area Supervisor	91	21	112	Yes	Yes	Excellent candidate with previous [Redacted] experience	

Thompson

CSW - Applicant List

Area Supervisor	91	18	109	Yes	Yes	This candidate owns their own business
Area Supervisor	65	18	83	Yes	Yes	Require more information on skills and abilities before interviewing
Area Supervisor	91	16	107	Yes	No	Insufficient detail in application
Area Supervisor	65	17	82	Yes	No	Insufficient detail in application
Area Supervisor	91	20	111	Yes	No	Insufficient detail in application
Area Supervisor	0	16	16	Yes	No	Insufficient detail in application
Area Supervisor	91	17	108	Yes	No	Insufficient detail in application
Area Supervisor	86.5	20	106.5	Yes	No	Insufficient detail in application
Area Supervisor	91	18	109	Yes	No	Insufficient detail in application
Area Supervisor	80	19	99	Yes	No	Insufficient detail in application
Area Supervisor	26.13	20	46.13	Yes	No	Insufficient detail in application
Area Supervisor	91	20	111	Yes	No	Insufficient detail in application
Area Supervisor	52	21	73	Yes	No	Insufficient detail in application
Area Supervisor	52	21	73	Yes	No	Insufficient detail in application
Area Supervisor	81.88	18	99.88	Yes	No	May suit the role of field officer rather than Area supervisor. Not enough experience in appin.
Area Supervisor	91	18	109	Yes	No	Insufficient detail in application
Area Supervisor	52	21	73	Yes	No	Insufficient detail in application
Area Supervisor	91	19	110	Yes	No	Insufficient detail in application
Area Supervisor	91	18	109	Yes	No	Insufficient detail in application
Area Supervisor	42.50	18	60.50	Yes	No	Insufficient detail in application
Area Supervisor	91	12	103	Yes	No	Insufficient detail in application
Area Supervisor	91	20	111	Yes	No	Insufficient detail in application
Area Supervisor	91	18	109	Yes	No	Insufficient detail in application
Area Supervisor	19	18	37	Yes	No	Availability not sufficient for position
Area Supervisor	78	17	95	No	No	Insufficient detail in application
Area Supervisor	22.5	12	34.5	Yes	No	Insufficient detail in application
Area Supervisor	91	17	108	Yes	No	Insufficient detail in application
Area Supervisor	91	18	109	Yes	<u>No</u> Yes	Insufficient detail in application
Area Supervisor	0	21	21	Yes	No	Insufficient detail in application
Area Supervisor	91	17	108	Yes	No	Insufficient detail in application
Area Supervisor	91	21	112	Yes	No	The referee advised that this applicant struggled with the previous role

FURTHER INFO REQD. PHONE?

[Redacted]	Area Supervisor	69.50	19	88.50	No	No	Insufficient detail in application			
	Area Supervisor	79.5	18	97.5	Yes	No	Insufficient detail in application			
	Area Supervisor	91	15	106	Yes	No	Insufficient detail in application			
	Area Supervisor	81	21	102	Yes	Withdrawn				
	Area Supervisor	91	20	111	Yes	Withdrawn				
	Area Supervisor	91	21	112	Yes	Withdrawn				

Map

Field officer applicants

Please select

Surname	Preferred name	Payee ID	Position applied for	Avail.	Eligible	Total	Aust. citizen	Shortlist rating	Comments	Interview rating	Pre-emp. checks	Contract Status
No records found.												

Map (ASW)

Map (All)

RAMT applicants

Please select

Surname	Preferred name	Payee ID	Position applied for	Avail.	Eligible	Total	Aust. citizen	Shortlist rating	Comments	Interview rating	Pre-emp. checks	Contract Status
No records found.												

Map

From: [REDACTED]
Subject: Your application for the ABS Area Supervisor role - Request for more information
Date: 21 February 2016 2:00 pm
To: [REDACTED]
Bcc: [REDACTED]

Thank you very much for your application for the position of Area Supervisor of the 2016 Census. We have had an enormous response and the good news is that you have made it through the first stage.

So we can learn a bit more about you, please take some time to give us some more information about your skills, strengths and work experience.

After reviewing your answers, you may be requested to attend a short face to face interview.

The position will require you to interview, recruit and supervise Census field officers, train them (after you attend your training) and oversee their work before, during and after Census. You will need to oversee field staff record keeping, attend any non-responding households and deal with day to day problems that arise. You will also have to report back to the ABS and your Manager on a regular basis. You will be an integral part of a team and you will have lots of responsibility.

The job is rewarding, fulfilling and very challenging. You will need to be able to make decision and use your judgement to get the best results. The hours are very much up to you to organise, so it is a job that you can fit around another job or family commitments. However, there will be some evening and weekend work required.

Your skills as a supervisor and mentor will be very important. We need people who are resilient and who can be relied upon to finish all the work within the deadlines. People who will be there right to the very end!

Can you please expand on these six questions? Please keep your answers to around a paragraph each and if you don't have direct experience in one or more areas, please don't worry, just tell us how you think you could perform that task.

1. Managing a team to get the best from everyone and to achieve the set goals
2. Time Management juggling paperwork, time constraints and deadlines
3. Training, mentoring and coaching skills
4. Why would you be an excellent area supervisor? What makes you the best for the role?
5. What is your knowledge of Census? Why is it important?
6. Very briefly - what is your work history?

Please respond via return email using a word document and type Census AS Application (your name) in the subject line so we can match up your response with your CV.

Please be sure to return your information within 3 days of receipt by Thursday 25 February, 2016.

Note: If you have not received a phone call by Thursday 24 March, 2016, you have been unsuccessful and we would encourage you to apply for a field officer roles.

Good luck and I hope to see you soon.

Item 4 - shortlist comments - by applicant

Create | Go to Pay Book | Reports | Send Password Token Email | Terminate | view images | view Pay Advice | view PDF

Field Staff Area Supervisor - Drop Off

Payee ID:	[Redacted]	Status:	Employee
Name:	[Redacted]	Postal Address:	[Redacted]
Home Phone:	[Redacted]	Mobile:	[Redacted]
Preferred Name:	[Redacted]	State Responsible:	[Redacted]
Works In:	[Redacted]	Interview Rating:	

Comments
Personal Details
Applicant Details
Applicant Status
Interviews
Position Details
Financial Details
Engagement Details
Employee Status
Action History

Applicant Status | **Police Check** | Medical Check

Not Applicable

Not Applicable Comments:

Ratings:

Application:	<input type="text" value="60"/>
Shortlist:	<input type="text" value="Yes"/>
Shortlist Comments:	<input type="text" value="Lots of customer focus and experience"/>
Shortlist (Alt. Position):	<input type="text" value="Not Set"/>
Shortlist Comments (Alt. Position):	<input type="text"/>
Interview:	<input type="text" value="Highly Acceptable"/>
Sighted Documents:	<input type="text" value="Yes"/>
Pre-Employment:	<input type="text" value="Acceptable"/>

Field Staff

Payee ID:		Status:	Incomplete Applicant
Name:		Postal Address:	
Home Phone:		Mobile:	
Preferred Name:		State Responsible:	
Works In:		Interview Rating:	

- Comments
- Personal Details
- Applicant Details
- Applicant Status
- Interviews
- Position Details
- Financial Details
- Engagement Details
- Employee Status
- Action History

Applicant Status **Police Check** Medical Check

Not Applicable

Not Applicable Comments:

Ratings:

Application:	<input type="text" value="64.5"/>
Shortlist:	<input type="text" value="Yes"/>
Shortlist Comments:	<input type="text" value="Good candidate"/>
Shortlist (Alt. Position):	<input type="text" value="Not Set"/>
Shortlist Comments (Alt. Position):	<input type="text"/>
Interview:	<input type="text" value="Highly Acceptable"/>
Sighted Documents:	<input type="text" value="Yes"/>
Pre-Employment:	<input type="text" value="Acceptable"/>

Field Staff

Payee ID:	36304505	Status:	Incomplete Applicant
Name:	[REDACTED]	Postal Address:	[REDACTED]
Home Phone:	[REDACTED]	Mobile:	[REDACTED]
Preferred Name:	[REDACTED]	State Responsible:	[REDACTED]
Works In:	[REDACTED]	Interview Rating:	[REDACTED]

- Comments
- Personal Details
- Applicant Details
- Applicant Status**
- Interviews
- Position Details
- Financial Details
- Engagement Details
- Employee Status
- Action History

Applicant Status **Police Check** Medical Check

Not Applicable

Not Applicable Comments:

Ratings:

Application:

Shortlist:

Shortlist Comments:

Shortlist (Alt. Position):

Shortlist Comments (Alt. Position):

Interview:

Sighted Documents:

Pre-Employment:

Field Staff

Payee ID:	[REDACTED]	Status:	Incomplete Applicant
Name:	[REDACTED]	Postal Address:	[REDACTED]
Home Phone:	[REDACTED]	Mobile:	[REDACTED]
Preferred Name:	[REDACTED]	State Responsible:	[REDACTED]
Works In:	[REDACTED]	Interview Rating:	[REDACTED]

- Comments
- Personal Details
- Applicant Details
- Applicant Status**
- Interviews
- Position Details
- Financial Details
- Engagement Details
- Employee Status
- Action History

Applicant Status **Police Check** Medical Check

Not Applicable
Not Applicable Comments:

Ratings:

Application:	<input type="text" value="109"/>
Shortlist:	<input type="text" value="Yes"/>
Shortlist Comments:	<input type="text" value="Owns their own business"/>
Shortlist (Alt. Position):	<input type="text" value="Yes"/>
Shortlist Comments (Alt. Position):	<input type="text" value="This applicant reads well and was suitable as an area supervisor. Will interview."/>
Interview:	<input type="text" value="Highly Acceptable"/>
Sighted Documents:	<input type="text" value="Yes"/>
Pre-Employment:	<input type="text" value="Acceptable"/>

Field Staff

Payee ID:		Status:	Incomplete Applicant
Name:		Postal Address:	
Home Phone:		Mobile:	
Preferred Name:		State Responsible:	
Works In:		Interview Rating:	

- Comments
- Personal Details
- Applicant Details
- Applicant Status
- Interviews
- Position Details
- Financial Details
- Engagement Details
- Employee Status
- Action History

Applicant Status **Police Check** Medical Check

Not Applicable

Not Applicable Comments:

Ratings:

Application:	<input type="text" value="110"/>
Shortlist:	<input type="text" value="Yes"/>
Shortlist Comments:	<input type="text" value="Strong candidate with good customer service experience"/>
Shortlist (Alt. Position):	<input type="text" value="Not Set"/>
Shortlist Comments (Alt. Position):	<input type="text"/>
Interview:	<input type="text" value="Acceptable"/>
Sighted Documents:	<input type="text" value="Yes"/>
Pre-Employment:	<input type="text" value="Acceptable"/>

Field Staff

Payee ID:		Status:	Incomplete Applicant
Name:		Postal Address:	
Home Phone:		Mobile:	
Preferred Name:		State Responsible:	
Works In:		Interview Rating:	

- Comments
- Personal Details
- Applicant Details
- Applicant Status**
- Interviews
- Position Details
- Financial Details
- Engagement Details
- Employee Status
- Action History

Applicant Status **Police Check** Medical Check

Not Applicable

Not Applicable Comments:

Ratings:

Application:	<input type="text" value="109"/>
Shortlist:	<input type="text" value="Yes"/>
Shortlist Comments:	<input type="text" value="Has experience in recruitment and selection."/>
Shortlist (Alt. Position):	<input type="text" value="Yes"/>
Shortlist Comments (Alt. Position):	<input type="text"/>
Interview:	<input type="text" value="Acceptable"/>
Sighted Documents:	<input type="text" value="Yes"/>
Pre-Employment:	<input type="text" value="Acceptable"/>

Field Staff

Payee ID:	[REDACTED]	Status:	Incomplete Applicant
Name:	[REDACTED]	Postal Address:	[REDACTED]
Home Phone:	[REDACTED]	Mobile:	[REDACTED]
Preferred Name:	[REDACTED]	State Responsible:	[REDACTED]
Works In:	[REDACTED]	Interview Rating:	[REDACTED]

- Comments
- Personal Details
- Applicant Details
- Applicant Status**
- Interviews
- Position Details
- Financial Details
- Engagement Details
- Employee Status
- Action History

Applicant Status **Police Check** Medical Check

Not Applicable

Not Applicable Comments:

Ratings:

Application:	<input type="text" value="110"/>
Shortlist:	<input type="text" value="Yes"/>
Shortlist Comments:	<input type="text" value="[REDACTED] with excellent SKILLS"/>
Shortlist (Alt. Position):	<input type="text" value="Yes"/>
Shortlist Comments (Alt. Position):	<input type="text" value="Great experience in teaching field."/>
Interview:	<input type="text" value="Acceptable"/>
Sighted Documents:	<input type="text" value="Yes"/>
Pre-Employment:	<input type="text" value="Acceptable"/>

Field Staff

Payee ID:		Status:	Incomplete Applicant
Name:		Postal Address:	
Home Phone:		Mobile:	
Preferred Name:		State Responsible:	
Works In:		Interview Rating:	

- Comments
- Personal Details
- Applicant Details
- Applicant Status
- Interviews
- Position Details
- Financial Details
- Engagement Details
- Employee Status
- Action History

Applicant Status Police Check Medical Check

Not Applicable

Not Applicable Comments:

Ratings:

Application:

Shortlist:

Shortlist Comments:

Shortlist (Alt. Position):

Shortlist Comments (Alt. Position):

Interview:

Sighted Documents:

Pre-Employment:

Field Staff

Payee ID:		Status:	Incomplete Applicant
Name:		Postal Address:	
Home Phone:		Mobile:	
Preferred Name:		State Responsible:	
Works In:		Interview Rating:	

- Comments
- Personal Details
- Applicant Details
- Applicant Status**
- Interviews
- Position Details
- Financial Details
- Engagement Details
- Employee Status
- Action History

Applicant Status **Police Check** Medical Check

Not Applicable

Not Applicable Comments:

Ratings:

Application:

Shortlist:

Shortlist Comments:

Shortlist (Alt. Position):

Shortlist Comments (Alt. Position):

Interview:

Sighted Documents:

Pre-Employment:

Field Staff

Payee ID:		Status:	Incomplete Applicant
Name:		Postal Address:	
Home Phone:		Mobile:	
Preferred Name:		State Responsible:	
Works In:		Interview Rating:	

- Comments
- Personal Details
- Applicant Details
- Applicant Status
- Interviews
- Position Details
- Financial Details
- Engagement Details
- Employee Status
- Action History

Applicant Status **Police Check** Medical Check

Not Applicable
Not Applicable Comments:

Ratings:

Application:	<input type="text" value="109"/>
Shortlist:	<input type="text" value="Yes"/>
Shortlist Comments:	<input type="text" value="Worked fo [redacted]"/>
Shortlist (Alt. Position):	<input type="text" value="Not Set"/>
Shortlist Comments (Alt. Position):	<input type="text"/>
Interview:	<input type="text" value="Acceptable"/>
Sighted Documents:	<input type="text" value="Yes"/>
Pre-Employment:	<input type="text" value="Acceptable"/>

Field Staff

Payee ID:		Status:	Incomplete Applicant
Name:		Postal Address:	
Home Phone:		Mobile:	
Preferred Name:		State Responsible:	
Works In:		Interview Rating:	

- Comments
- Personal Details
- Applicant Details
- Applicant Status**
- Interviews
- Position Details
- Financial Details
- Engagement Details
- Employee Status
- Action History

Applicant Status **Police Check** Medical Check

Not Applicable

Not Applicable Comments:

Ratings:

Application:	<input type="text" value="53.25"/>
Shortlist:	<input type="text" value="Yes"/>
Shortlist Comments:	<input type="text" value="Good candidate but working 38 hours per week already."/>
Shortlist (Alt. Position):	<input type="text" value="Not Set"/>
Shortlist Comments (Alt. Position):	<input type="text"/>
Interview:	<input type="text" value="Acceptable"/>
Sighted Documents:	<input type="text" value="Yes"/>
Pre-Employment:	<input type="text" value="Acceptable"/>

Field Staff

Payee ID:		Status:	Incomplete Applicant
Name:		Postal Address:	
Home Phone:		Mobile:	
Preferred Name:		State Responsible:	
Works In:		Interview Rating:	

- Comments
- Personal Details
- Applicant Details
- Applicant Status**
- Interviews
- Position Details
- Financial Details
- Engagement Details
- Employee Status
- Action History

Applicant Status **Police Check** Medical Check

Not Applicable

Not Applicable Comments:

Ratings:

Application:

Shortlist:

Shortlist Comments:

Shortlist (Alt. Position):

Shortlist Comments (Alt. Position):

Interview:

Sighted Documents:

Pre-Employment:

Field Staff

Payee ID:		Status:	Incomplete Applicant
Name:		Postal Address:	
Home Phone:		Mobile:	
Preferred Name:		State Responsible:	
Works In:		Interview Rating:	

- Comments
- Personal Details
- Applicant Details
- Applicant Status**
- Interviews
- Position Details
- Financial Details
- Engagement Details
- Employee Status
- Action History

Applicant Status **Police Check** Medical Check

Not Applicable

Not Applicable Comments:

Ratings:

Application:

Shortlist:

Shortlist Comments:

Shortlist (Alt. Position):

Shortlist Comments (Alt. Position):

Interview:

Sighted Documents:

Pre-Employment:

Field Staff Area Supervisor - Drop Off

Payee ID:	36302744	Status:	Employee
Name:	[REDACTED]	Postal Address:	[REDACTED]
Home Phone:	[REDACTED]	Mobile:	[REDACTED]
Preferred Name:	[REDACTED]	State Responsible:	[REDACTED]
Works In:	[REDACTED]	Interview Rating:	

- Comments
- Personal Details
- Applicant Details
- Applicant Status**
- Interviews
- Position Details
- Financial Details
- Engagement Details
- Employee Status
- Action History

Applicant Status **Police Check** Medical Check

Not Applicable
Not Applicable Comments:

Ratings:

Application:	<input type="text" value="99"/>
Shortlist:	<input type="text" value="Yes"/>
Shortlist Comments:	<input type="text" value="Trustworthy and hardworking."/>
Shortlist (Alt. Position):	<input type="text" value="Not Set"/>
Shortlist Comments (Alt. Position):	<input type="text"/>
Interview:	<input type="text" value="Highly Acceptable"/>
Sighted Documents:	<input type="text" value="Yes"/>
Pre-Employment:	<input type="text" value="Acceptable"/>

Field Staff Area Supervisor - Mail Out

Payee ID:	[Redacted]	Status:	Employee
Name:	[Redacted]	Postal Address:	[Redacted]
Home Phone:	[Redacted]	Mobile:	[Redacted]
Preferred Name:	[Redacted]	State Responsible:	[Redacted]
Works In:	[Redacted]	Interview Rating:	

- Comments
- Personal Details
- Applicant Details
- Applicant Status**
- Interviews
- Position Details
- Financial Details
- Engagement Details
- Employee Status
- Action History

Applicant Status **Police Check** Medical Check

Not Applicable

Not Applicable Comments:

Ratings:

Application:

Shortlist:

Shortlist Comments:

Shortlist (Alt. Position):

Shortlist Comments (Alt. Position):

Interview:

Sighted Documents:

Pre-Employment:

Field Staff Area Supervisor - Mail Out

Payee ID:		Status:	Employee
Name:		Postal Address:	
Home Phone:		Mobile:	
Preferred Name:		State Responsible:	
Works In:		Interview Rating:	

- Comments
- Personal Details
- Applicant Details
- Applicant Status**
- Interviews
- Position Details
- Financial Details
- Engagement Details
- Employee Status
- Action History

Applicant Status Police Check Medical Check

Not Applicable
Not Applicable Comments:

Ratings:

Application:	<input type="text" value="111"/>
Shortlist:	<input type="text" value="Yes"/>
Shortlist Comments:	<input type="text" value="Good knowledge"/>
Shortlist (Alt. Position):	<input type="text" value="Not Set"/>
Shortlist Comments (Alt. Position):	<input type="text"/>
Interview:	<input type="text" value="Highly Acceptable"/>
Sighted Documents:	<input type="text" value="Yes"/>
Pre-Employment:	<input type="text" value="Acceptable"/>

Field Staff Area Supervisor - Drop Off

Payee ID:		Status:	Employee
Name:		Postal Address:	
Home Phone:		Mobile:	
Preferred Name:		State Responsible:	
Works In:		Interview Rating:	

- Comments
- Personal Details
- Applicant Details
- Applicant Status**
- Interviews
- Position Details
- Financial Details
- Engagement Details
- Employee Status
- Action History

Applicant Status **Police Check** Medical Check

Not Applicable

Not Applicable Comments:

Ratings:

Application:

Shortlist:

Shortlist Comments:

Shortlist (Alt. Position):

Shortlist Comments (Alt. Position):

Interview:

Sighted Documents:

Pre-Employment:

Field Staff Area Supervisor - Mail Out

Payee ID:		Status:	Employee
Name:		Postal Address:	
Home Phone:		Mobile:	
Preferred Name:		State Responsible:	
Works In:		Interview Rating:	

- Comments
- Personal Details
- Applicant Details
- Applicant Status
- Interviews
- Position Details
- Financial Details
- Engagement Details
- Employee Status
- Action History

Applicant Status Police Check Medical Check

Not Applicable No ▾

Not Applicable Comments:

Ratings:

Application:	111
Shortlist:	Yes ▾
Shortlist Comments:	Good candidate with excellent skills
Shortlist (Alt. Position):	Not Set ▾
Shortlist Comments (Alt. Position):	
Interview:	Highly Acceptable ▾
Sighted Documents:	Yes ▾
Pre-Employment:	Acceptable ▾

Field Staff Reserve Area Supervisor

Payee ID:		Status:	Employee
Name:		Postal Address:	
Home Phone:		Mobile:	
Preferred Name:		State Responsible:	
Works In:		Interview Rating:	

- Comments
- Personal Details
- Applicant Details
- Applicant Status**
- Interviews
- Position Details
- Financial Details
- Engagement Details
- Employee Status
- Action History

Applicant Status **Police Check** Medical Check

Not Applicable

Not Applicable Comments:

Ratings:

Application:

Shortlist:

Shortlist Comments:

Shortlist (Alt. Position):

Shortlist Comments (Alt. Position):

Interview:

Sighted Documents:

Pre-Employment:

Field Staff Area Supervisor - Mail Out

Payee ID:	[REDACTED]	Status:	Employee
Name:	[REDACTED]	Postal Address:	[REDACTED]
Home Phone:	[REDACTED]	Mobile:	[REDACTED]
Preferred Name:	[REDACTED]	State Responsible:	[REDACTED]
Works In:	[REDACTED]	Interview Rating:	

- Comments
- Personal Details
- Applicant Details
- Applicant Status**
- Interviews
- Position Details
- Financial Details
- Engagement Details
- Employee Status
- Action History

Applicant Status **Police Check** Medical Check

Not Applicable

Not Applicable Comments:

Ratings:

Application:

Shortlist:

Shortlist Comments:

Shortlist (Alt. Position):

Shortlist Comments (Alt. Position):

Interview:

Sighted Documents:

Pre-Employment:

Field Staff Area Supervisor - Mail Out

Payee ID:	[REDACTED]	Status:	Employee
Name:		Postal Address:	[REDACTED]
Home Phone:		Mobile:	[REDACTED]
Preferred Name:		State Responsible:	[REDACTED]
Works In:		Interview Rating:	

- Comments
- Personal Details
- Applicant Details
- Applicant Status**
- Interviews
- Position Details
- Financial Details
- Engagement Details
- Employee Status
- Action History

Applicant Status **Police Check** Medical Check

Not Applicable

Not Applicable Comments:

Ratings:

Application:	<input type="text" value="83"/>
Shortlist:	<input type="text" value="Yes"/>
Shortlist Comments:	<input type="text" value="Great skills, unflappable and calm."/>
Shortlist (Alt. Position):	<input type="text" value="Not Set"/>
Shortlist Comments (Alt. Position):	<input type="text"/>
Interview:	<input type="text" value="Highly Acceptable"/>
Sighted Documents:	<input type="text" value="Yes"/>
Pre-Employment:	<input type="text" value="Acceptable"/>

Field Staff Area Supervisor - Mail Out

Payee ID:	[REDACTED]	Status:	Employee
Name:	[REDACTED]	Postal Address:	[REDACTED]
Home Phone:	[REDACTED]	Mobile:	[REDACTED]
Preferred Name:	[REDACTED]	State Responsible:	[REDACTED]
Works In:	[REDACTED]	Interview Rating:	

- Comments
- Personal Details
- Applicant Details
- Applicant Status**
- Interviews
- Position Details
- Financial Details
- Engagement Details
- Employee Status
- Action History

Applicant Status **Police Check** Medical Check

Not Applicable
Not Applicable Comments:

Ratings:

Application:	<input type="text" value="110"/>
Shortlist:	<input type="text" value="Yes"/>
Shortlist Comments:	<input type="text" value="Previous [REDACTED] experience along with [REDACTED]"/>
Shortlist (Alt. Position):	<input type="text" value="Not Set"/>
Shortlist Comments (Alt. Position):	<input type="text"/>
Interview:	<input type="text" value="Highly Acceptable"/>
Sighted Documents:	<input type="text" value="Yes"/>
Pre-Employment:	<input type="text" value="Acceptable"/>

Field Staff Area Supervisor - Mail Out

Payee ID:		Status:	Employee
Name:		Postal Address:	
Home Phone:		Mobile:	
Preferred Name:		State Responsible:	
Works In:		Interview Rating:	

- Comments
- Personal Details
- Applicant Details
- Applicant Status
- Interviews
- Position Details
- Financial Details
- Engagement Details
- Employee Status
- Action History

Applicant Status **Police Check** Medical Check

Not Applicable

Not Applicable Comments:

Ratings:

Application:	<input type="text" value="97"/>
Shortlist:	<input type="text" value="Yes"/>
Shortlist Comments:	<input type="text" value="Great HR and interviewing experience"/>
Shortlist (Alt. Position):	<input type="text" value="Not Set"/>
Shortlist Comments (Alt. Position):	<input type="text"/>
Interview:	<input type="text" value="Acceptable"/>
Sighted Documents:	<input type="text" value="Yes"/>
Pre-Employment:	<input type="text" value="Acceptable"/>

Field Staff Area Supervisor - Mail Out

Payee ID:		Status:	Employee
Name:		Postal Address:	
Home Phone:		Mobile:	
Preferred Name:		State Responsible:	
Works In:		Interview Rating:	

- Comments
- Personal Details
- Applicant Details
- Applicant Status
- Interviews
- Position Details
- Financial Details
- Engagement Details
- Employee Status
- Action History

Applicant Status **Police Check** Medical Check

Not Applicable

Not Applicable Comments:

Ratings:

Application:

Shortlist:

Shortlist Comments:

Shortlist (Alt. Position):

Shortlist Comments (Alt. Position):

Interview:

Sighted Documents:

Pre-Employment:

Field Staff Area Supervisor - Mail Out

Payee ID:		Status:	Employee
Name:		Postal Address:	
Home Phone:		Mobile:	
Preferred Name:		State Responsible:	
Works In:		Interview Rating:	

- Comments
- Personal Details
- Applicant Details
- Applicant Status**
- Interviews
- Position Details
- Financial Details
- Engagement Details
- Employee Status
- Action History

Applicant Status | Police Check | Medical Check

Not Applicable

Not Applicable Comments:

Ratings:

Application:	<input type="text" value="97"/>
Shortlist:	<input type="text" value="Yes"/>
Shortlist Comments:	<input type="text" value="Great previous experience and skills"/>
Shortlist (Alt. Position):	<input type="text" value="Not Set"/>
Shortlist Comments (Alt. Position):	<input type="text"/>
Interview:	<input type="text" value="Highly Acceptable"/>
Sighted Documents:	<input type="text" value="Yes"/>
Pre-Employment:	<input type="text" value="Acceptable"/>

Field Staff Area Supervisor - Drop Off

Payee ID:		Status:	Employee
Name:		Postal Address:	
Home Phone:		Mobile:	
Preferred Name:		State Responsible:	
Works In:		Interview Rating:	

- Comments
- Personal Details
- Applicant Details
- Applicant Status**
- Interviews
- Position Details
- Financial Details
- Engagement Details
- Employee Status
- Action History

Applicant Status **Police Check** Medical Check

Not Applicable
Not Applicable Comments:

Ratings:

Application:	<input type="text" value="58.75"/>
Shortlist:	<input type="text" value="Yes"/>
Shortlist Comments:	<input type="text" value="already working almost fulltime hours"/>
Shortlist (Alt. Position):	<input type="text" value="Not Set"/>
Shortlist Comments (Alt. Position):	<input type="text"/>
Interview:	<input type="text" value="Highly Acceptable"/>
Sighted Documents:	<input type="text" value="Yes"/>
Pre-Employment:	<input type="text" value="Acceptable"/>

Field Staff Special Area Supervisor

Payee ID:		Status:	Employee
Name:		Postal Address:	
Home Phone:		Mobile:	
Preferred Name:		State Responsible:	
Works In:		Interview Rating:	

- Comments
- Personal Details
- Applicant Details
- Applicant Status**
- Interviews
- Position Details
- Financial Details
- Engagement Details
- Employee Status
- Action History

Applicant Status **Police Check** Medical Check

Not Applicable

Not Applicable Comments:

Ratings:

Application:

Shortlist:

Shortlist Comments:

Shortlist (Alt. Position):

Shortlist Comments (Alt. Position):

Interview:

Sighted Documents:

Pre-Employment:

Field Staff

Payee ID:		Status:	Incomplete Applicant
Name:		Postal Address:	
Home Phone:		Mobile:	
Preferred Name:		State Responsible:	
Works In:		Interview Rating:	

- Comments
- Personal Details
- Applicant Details
- Applicant Status**
- Interviews
- Position Details
- Financial Details
- Engagement Details
- Employee Status
- Action History

Applicant Status

Not Applicable: No

Not Applicable Comments:

Ratings:

Application:	109
Shortlist:	Yes
Shortlist Comments:	May not have technology skills required.
Shortlist (Alt. Position):	Not Set
Shortlist Comments (Alt. Position):	
Interview:	Unacceptable
Sighted Documents:	Yes
Pre-Employment:	Not Set

Payee ID:		Status:	Incomplete Applicant
Name:		Postal Address:	
Home Phone:		Mobile:	
Preferred Name:		State Responsible:	
Works In:		Interview Rating:	

- Comments
- Personal Details
- Applicant Details
- Applicant Status
- Interviews
- Position Details
- Financial Details
- Engagement Details
- Employee Status
- Action History

Applicant Status

Not Applicable

Not Applicable Comments:

Ratings:

Application:

Shortlist:

Shortlist Comments:

Shortlist (Alt. Position):

Shortlist Comments (Alt. Position):

Interview:

Sighted Documents:

Pre-Employment:

Field Staff

Payee ID:		Status:	Incomplete Applicant
Name:		Postal Address:	
Home Phone:		Mobile:	
Preferred Name:		State Responsible:	
Works In:		Interview Rating:	

- Comments
- Personal Details
- Applicant Details
- Applicant Status**
- Interviews
- Position Details
- Financial Details
- Engagement Details
- Employee Status
- Action History

Applicant Status

Not Applicable

Not Applicable Comments:

Ratings:

Application:	<input type="text" value="110"/>
Shortlist:	<input type="text" value="Yes"/>
Shortlist Comments:	<input type="text" value="Candidate worked in a [redacted] previously"/>
Shortlist (Alt. Position):	<input type="text" value="Yes"/>
Shortlist Comments (Alt. Position):	<input type="text"/>
Interview:	<input type="text" value="Acceptable With Reservations"/>
Sighted Documents:	<input type="text" value="Yes"/>
Pre-Employment:	<input type="text" value="Not Set"/>

Field Staff

Payee ID:	[REDACTED]	Status:	Incomplete Applicant
Name:	[REDACTED]	Postal Address:	[REDACTED]
Home Phone:	[REDACTED]	Mobile:	[REDACTED]
Preferred Name:	[REDACTED]	State Responsible:	[REDACTED]
Works In:		Interview Rating:	

- Comments
- Personal Details
- Applicant Details
- Applicant Status**
- Interviews
- Position Details
- Financial Details
- Engagement Details
- Employee Status
- Action History

Applicant Status

Not Applicable

Not Applicable Comments:

Ratings:

Application:	<input type="text" value="87.00"/>
Shortlist:	<input type="text" value="Yes"/>
Shortlist Comments:	<input type="text" value="Good candidate"/>
Shortlist (Alt. Position):	<input type="text" value="Not Set"/>
Shortlist Comments (Alt. Position):	<input type="text"/>
Interview:	<input type="text" value="Acceptable With Reservations"/>
Sighted Documents:	<input type="text" value="Yes"/>
Pre-Employment:	<input type="text" value="Not Set"/>

Field Staff

Payee ID:		Status:	Incomplete Applicant
Name:		Postal Address:	
Home Phone:		Mobile:	
Preferred Name:		State Responsible:	
Works In:		Interview Rating:	

- Comments
- Personal Details
- Applicant Details
- Applicant Status**
- Interviews
- Position Details
- Financial Details
- Engagement Details
- Employee Status
- Action History

Applicant Status

Not Applicable

Not Applicable Comments:

Ratings:

Application:

Shortlist:

Shortlist Comments:

Shortlist (Alt. Position):

Shortlist Comments (Alt. Position):

Interview:

Sighted Documents:

Pre-Employment:

Field Staff Area Supervisor - Mail Out

Payee ID:		Status:	Employee
Name:		Postal Address:	
Home Phone:		Mobile:	
Preferred Name:		State Responsible:	
Works In:		Interview Rating:	

- Comments
- Personal Details
- Applicant Details
- Applicant Status
- Interviews
- Position Details
- Financial Details
- Engagement Details
- Employee Status
- Action History

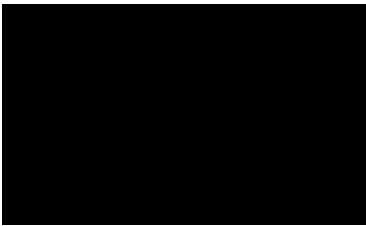

Applicant Status | Police Check | Medical Check

Not Applicable
Not Applicable Comments:

Ratings:

Application:	<input type="text" value="98"/>
Shortlist:	<input type="text" value="Yes"/>
Shortlist Comments:	<input type="text" value="More information required before interviewing."/>
Shortlist (Alt. Position):	<input type="text" value="Not Set"/>
Shortlist Comments (Alt. Position):	<input type="text"/>
Interview:	<input type="text" value="Acceptable"/>
Sighted Documents:	<input type="text" value="Yes"/>
Pre-Employment:	<input type="text" value="Acceptable"/>

Field Staff Area Supervisor - Mail Out

Payee ID:		Status:	Employee
Name:		Postal Address:	
Home Phone:		Mobile:	
Preferred Name:		State Responsible:	
Works In:		Interview Rating:	

- Comments
- Personal Details
- Applicant Details
- Applicant Status
- Interviews
- Position Details
- Financial Details
- Engagement Details
- Employee Status
- Action History

Applicant Status **Police Check** Medical Check

Not Applicable

Not Applicable Comments:

Ratings:

Application:	<input type="text" value="95"/>
Shortlist:	<input type="text" value="Yes"/>
Shortlist Comments:	<input type="text" value="Excellent skills in Recruitment and Selection"/>
Shortlist (Alt. Position):	<input type="text" value="Not Set"/>
Shortlist Comments (Alt. Position):	<input type="text"/>
Interview:	<input type="text" value="Highly Acceptable"/>
Sighted Documents:	<input type="text" value="Yes"/>
Pre-Employment:	<input type="text" value="Acceptable"/>

Field Staff Area Supervisor - Drop Off

Payee ID:	[Redacted]	Status:	Employee
Name:	[Redacted]	Postal Address:	[Redacted]
Home Phone:	[Redacted]	Mobile:	[Redacted]
Preferred Name:	[Redacted]	State Responsible:	[Redacted]
Works In:	[Redacted]	Interview Rating:	

- Comments
- Personal Details
- Applicant Details
- Applicant Status**
- Interviews
- Position Details
- Financial Details
- Engagement Details
- Employee Status
- Action History

Applicant Status **Police Check** Medical Check

Not Applicable

Not Applicable Comments:

Ratings:

Application:	<input type="text" value="66"/>
Shortlist:	<input type="text" value="Yes"/>
Shortlist Comments:	<input type="text" value="Very skilled"/>
Shortlist (Alt. Position):	<input type="text" value="Not Set"/>
Shortlist Comments (Alt. Position):	<input type="text"/>
Interview:	<input type="text" value="Highly Acceptable"/>
Sighted Documents:	<input type="text" value="Yes"/>
Pre-Employment:	<input type="text" value="Acceptable"/>

\

Field Staff Area Supervisor - Drop Off

Payee ID:		Status:	Employee
Name:		Postal Address:	
Home Phone:		Mobile:	
Preferred Name:		State Responsible:	
Works In:		Interview Rating:	

- Comments
- Personal Details
- Applicant Details
- Applicant Status**
- Interviews
- Position Details
- Financial Details
- Engagement Details
- Employee Status
- Action History

Applicant Status **Police Check** Medical Check

Not Applicable
Not Applicable Comments:

Ratings:

Application:	<input type="text" value="110"/>
Shortlist:	<input type="text" value="Yes"/>
Shortlist Comments:	<input type="text" value="Good qualifications and work history"/>
Shortlist (Alt. Position):	<input type="text" value="Not Set"/>
Shortlist Comments (Alt. Position):	<input type="text"/>
Interview:	<input type="text" value="Highly Acceptable"/>
Sighted Documents:	<input type="text" value="Yes"/>
Pre-Employment:	<input type="text" value="Acceptable"/>

Field Staff Reserve Area Supervisor

Payee ID:		Status:	Employee
Name:		Postal Address:	
Home Phone:		Mobile:	
Preferred Name:		State Responsible:	
Works In:		Interview Rating:	

- Comments
- Personal Details
- Applicant Details
- Applicant Status**
- Interviews
- Position Details
- Financial Details
- Engagement Details
- Employee Status
- Action History

Applicant Status **Police Check** Medical Check

Not Applicable

Not Applicable Comments:

Ratings:

Application:	<input type="text" value="112"/>
Shortlist:	<input type="text" value="Yes"/>
Shortlist Comments:	<input type="text" value="More information required."/>
Shortlist (Alt. Position):	<input type="text" value="Not Set"/>
Shortlist Comments (Alt. Position):	<input type="text"/>
Interview:	<input type="text" value="Acceptable"/>
Sighted Documents:	<input type="text" value="Yes"/>
Pre-Employment:	<input type="text" value="Acceptable"/>

Field Staff Area Supervisor - Mail Out

Payee ID:	[REDACTED]	Status:	Employee
Name:	[REDACTED]	Postal Address:	[REDACTED]
Home Phone:	[REDACTED]	Mobile:	[REDACTED]
Preferred Name:	[REDACTED]	State Responsible:	[REDACTED]
Works In:	[REDACTED]	Interview Rating:	

- Comments
- Personal Details
- Applicant Details
- Applicant Status**
- Interviews
- Position Details
- Financial Details
- Engagement Details
- Employee Status
- Action History

Applicant Status **Police Check** Medical Check

Not Applicable

Not Applicable Comments:

Ratings:

Application:

Shortlist:

Shortlist Comments:

Shortlist (Alt. Position):

Shortlist Comments (Alt. Position):

Interview:

Sighted Documents:

Pre-Employment:

Field Staff Area Supervisor - Drop Off

Payee ID:		Status:	Employee
Name:		Postal Address:	
Home Phone:		Mobile:	
Preferred Name:		State Responsible:	
Works In:		Interview Rating:	

- Comments
- Personal Details
- Applicant Details
- Applicant Status**
- Interviews
- Position Details
- Financial Details
- Engagement Details
- Employee Status
- Action History

Applicant Status **Police Check** Medical Check

Not Applicable
Not Applicable Comments:

Ratings:

Application:	<input type="text" value="111"/>
Shortlist:	<input type="text" value="Yes"/>
Shortlist Comments:	<input type="text" value="Excellent skills and experience"/>
Shortlist (Alt. Position):	<input type="text" value="Not Set"/>
Shortlist Comments (Alt. Position):	<input type="text"/>
Interview:	<input type="text" value="Acceptable"/>
Sighted Documents:	<input type="text" value="Yes"/>
Pre-Employment:	<input type="text" value="Acceptable"/>

Field Staff Area Supervisor - Drop Off

Payee ID:	[REDACTED]	Status:	Employee
Name:	[REDACTED]	Postal Address:	[REDACTED]
Home Phone:	[REDACTED]	Mobile:	[REDACTED]
Preferred Name:	[REDACTED]	State Responsible:	[REDACTED]
Works In:	[REDACTED]	Interview Rating:	

- Comments
- Personal Details
- Applicant Details
- Applicant Status**
- Interviews
- Position Details
- Financial Details
- Engagement Details
- Employee Status
- Action History

Applicant Status **Police Check** Medical Check

Not Applicable

Not Applicable Comments:

Ratings:

Application:	<input type="text" value="85"/>
Shortlist:	<input type="text" value="Yes"/>
Shortlist Comments:	Previous <input type="text" value="[REDACTED]"/>
Shortlist (Alt. Position):	<input type="text" value="Not Set"/>
Shortlist Comments (Alt. Position):	<input type="text"/>
Interview:	<input type="text" value="Highly Acceptable"/>
Sighted Documents:	<input type="text" value="Yes"/>
Pre-Employment:	<input type="text" value="Acceptable"/>

Field Staff Area Supervisor - Drop Off

Payee ID:	[Redacted]	Status:	Employee
Name:	[Redacted]	Postal Address:	[Redacted]
Home Phone:	[Redacted]	Mobile:	[Redacted]
Preferred Name:	[Redacted]	State Responsible:	[Redacted]
Works In:	[Redacted]	Interview Rating:	

- Comments
- Personal Details
- Applicant Details
- Applicant Status
- Interviews
- Position Details
- Financial Details
- Engagement Details
- Employee Status
- Action History

Applicant Status **Police Check** Medical Check

Not Applicable

Not Applicable Comments:

Ratings:

Application:	<input type="text" value="112"/>
Shortlist:	<input type="text" value="Yes"/>
Shortlist Comments:	<input type="text" value="Excellent candidate with previous [Redacted] experience"/>
Shortlist (Alt. Position):	<input type="text" value="Not Set"/>
Shortlist Comments (Alt. Position):	<input type="text"/>
Interview:	<input type="text" value="Highly Acceptable"/>
Sighted Documents:	<input type="text" value="Yes"/>
Pre-Employment:	<input type="text" value="Acceptable"/>



KNOWLEDGE BASE

Official use only

[Home](#) > Shortlisting applicants

Shortlisting applicants

Shortlisting applicants

Shortlisting applicants is a necessary part of the selection process, especially where there is a large pool of applicants. Shortlisting is the process of deciding which applicants should be invited to attend an interview and which applicants will not progress in the [selection process](#) at this stage.

Applicants who apply via the Area Supervisor, Field Officer and Remote Mobile Team applications will receive an initial assessment score based on responses to the various questions in the application. This score forms part of the initial stage of shortlisting. The score is based on 'eligibility' and 'availability'.

- **Eligibility** - the maximum an applicant can score for 'Eligibility' is 21. Factors including owning a mobile device, access to internet, proficient with technology, and possession of a drivers licence contribute to the Eligibility score.
- **Availability** - the maximum an applicant can score for 'Availability' is 91. An applicant scores half a point for every one hour of availability. A score of 91 indicates the applicant has full availability for the full contract period. If they were only available for one full day the applicant would score a total of 13 points.

The interviewer views all applications allocated to their work area in the Collect Staff Workspace. The applications can be sorted based on applicant scores, and sorted by availability, eligibility or total. This will allow the interviewer to shortlist the highest scoring applicants first.

The scoring is used to assist the interviewer in the first stages of shortlisting and will be of particular assistance when there are an excessive number of applicants for positions available in the same area.

Whilst the score provides an overall status of the application, shortlisting also involves reviewing the application and assessing any written responses to relevant selection criteria.

Availability is a key criteria and when shortlisting applicants the interviewer will need to consider the work area requirements ensuring the applicant has suitable availability for the whole contract period. Please note that the applicant's indicated availability may be misleading, so if the number of applications in your area is low, you may need to check availability with the applicant prior to short listing as they may be able to consider a revised availability. Further details during shortlisting can be requested from the applicant.

It is important for the interviewer to set the right expectations of potential staff from the outset of the recruitment process and provide the necessary information.

It is necessary for the majority of field positions to have access to their workload online, therefore access to the internet should also be a key consideration.

In relation to your selection process if you require a language other than English refer to [Equity and Diversity](#).

Note: Remote mobile teams will not use internet other than for onboarding forms and even then this can be conducted using paper forms. In some areas other positions may also be able to conduct their work using paper. Applicants that have indicated they do not have access to the internet should still be considered if there is an alternate to working online.

The Field Officer campaign commences 2 May 2016 and runs for approximately 6 weeks. The scheduled

close for Field Officer positions is 29 May 2016. However, it is known that some areas will not have sufficient applications and will require an extension. Areas identified requiring an extension will be coordinated by the Regional Management Unit and advertised longer on the ABS webpage and external advertising as required. Applications may continue to be submitted even past the initial or extended closing dates. These applications can be referred to in the event you need to top up following turnover of staff.

Field Officer applications will be released to the Area Supervisor from the 20 May 2016. The time in-between 20 May - 29 May is an opportunity for the AS to progressively familiarise themselves with applications, read them and begin shortlisting once applications close (30 May).

Managing the large number of Field Officer applications and [order of merit](#) can be time consuming and based on eligibility and availability score, not all applicants will be reviewed.

Note: Australian citizens should be considered for recommendation in the first instance and non-Australian citizens should only be considered where they possess the most relevant skills to perform the role. For example this may include specific language or cultural awareness skills which reflect the demographics of the particular area in which they are to be employed. Refer to [Establishing eligibility](#).

Following review of an application, the applicant will be rated as:

Rating	Action	Subsequent action 1
Not yet assessed	No selection required defaults to this option	
Yes	<ul style="list-style-type: none"> • Selecting 'Yes' indicates the applicant is to progress for interview • Comments are optional in relation to why you have selected 'Yes' 	
No	<ul style="list-style-type: none"> • Selecting 'No' indicates that at this time in the selection process you consider that you have sufficient applicants to progress and that this applicant will not progress in the selection process at this stage • Comments are required in relation to why you have selected 'No' 	'No' can be changed to 'Yes' in the event that further applicants are required to progress in the selection process and you reassess your applicant pool
Unsuitable	<ul style="list-style-type: none"> • By selecting 'Unsuitable' you are indicating that you do not believe this applicant would progress in the selection process. Consider your reasons as the rating may be better suited to a rating of 'No' • Comments are required in relation to why you have selected 'Unsuitable' 	Note that 'Unsuitable' can be changed in the event that you reassess your applicant pool however consider use of this rating ONLY when considered unsuitable and NOT likely to progress even following a review of your applicant pool.

Following short listing applicants, you will need to [schedule interviews](#).

Other role information

DISTRICT MANAGER

For the Area Supervisor position, relevant supervisor and managing staff experience is asked for in the application and needs to be considered when undertaking shortlisting. Further questions related to staff management experience will be asked at interview.

The main difference between an application for an Area Supervisor and a Field Officer position is the additional selection criteria. The Area Supervisor is required to answer additional criteria. These criteria allow the applicant to detail any previous recruitment experience, training and their interpersonal and management skills. Area Supervisor applicants are also asked if they would like to be considered for a Field Officer position if unsuccessful in obtaining an Area Supervisor role. If the applicant answers YES, their application will be made available for the Field Officer recruitment process and they do not need to reapply for that position. No previous interview history is available to the new selection process.

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