

Directions Program Traineeship

Directions Program Indigenous Traineeship 2018



Policing for a safer Australia - the world is changing, crime is changing, we are changing to meet new challenges.

Canberra

AFP Band 2 \$52,397 - \$60,876

VACANCY REFERENCE NUMBER 0752/17

The mission of the AFP is to provide dynamic and effective law enforcement to the people of Australia. It provides policing throughout Australia in relation to the prevention and detection of crimes against the Commonwealth, its laws and integrity, and community police services to the Community of the ACT.

Applications are invited from suitably qualified people who are interested in an appointment to the AFP. Applicants should demonstrate a commitment to the core values of the AFP.

Consideration will only be given to applicants who have addressed the Selection Criteria.

The AFP offers a generous remuneration and conditions package, including six weeks annual leave, leave to maintain a healthy work/life balance, and Commonwealth superannuation provisions.

The AFP is committed to recruiting from the diverse groups that make up Australian society. We believe that all Australians should have the opportunity to compete for careers in the AFP without being disadvantaged by gender, race, ethnicity, disability, sexual orientation, age or other difference.

The AFP acknowledges that there is clear evidence that gender diversity in decision-making roles leads to greater transparency and improved ethical orientation. In addition, diverse teams have been shown to be smarter, more effective and linked to more innovative organisations. Women and members from diverse backgrounds are encouraged to apply for this recruitment round.

Applications quoting relevant vacancy reference number must be lodged by 4pm (AEDT) Thursday 23 November 2017.

Applications are now open for the AFP 2018 Directions Program Traineeship intake for Aboriginal and/or Torres Strait Islander Australians.

The AFP Directions Program Traineeship is a twelve month entry-level full time program, for Aboriginal and/or Torres Strait Islander Australians who have a strong interest in an administrative role with a law enforcement agency.

The Traineeship consists of:

- structured on the job training
- accredited training at a Certificate IV level
- exposure to the diverse range of business areas within the AFP
- ongoing employment upon successful completion of the program

The traineeship roles and subsequent permanent positions are based in Canberra. Financial assistance is available for relocation costs.

For any queries please email AFP-Entry-Level-Programs@afp.gov.au or contact the Directions Team

on (02) 6131 3534

The AFP's application process for non-policing vacancies consists of two-steps for non-AFP employees. (Existing AFP employees only need to undertake step 1 of the process).

Preliminary step: It is strongly recommended that you take action now to obtain a copy or copies of your driving history through the relevant local motor registry or Road Traffic Authority.

Step 1 Application:

- applicants complete and submit an online application;
- resumes and any other relevant documentation are to be uploaded to the application form and submitted before the closing time; and
- once your application has been submitted you will receive an automated email confirming receipt of the application with instructions on how to access the AFP Employment Suitability Questionnaire.

Step 2 AFP Employment Suitability Questionnaire (ESQ):

The ESQ is the tool in which applicant's character is assessed against the employment character standards.

Following the instructions contained in the email from AFP Recruitment confirming receipt of your application, the ESQ must be completed and submitted within **7 calendar days** after the closing date of applications.

Traffic History:

All applicants are required to obtain a copy of their Traffic History. If you have resided in different states or territories, you must supply a traffic history from each state or territory. You are required to include 10 years of traffic history and not older than 3 months from date of application. If you have a traffic history report from more than one state or territory, you will need to scan all documents and attach to your application as one.

Traffic history information is available from the local Motor Registry in your state or territory. Do not upload individual infringement notices or unofficial documentation.

You are required to inform the Recruitment Team (afprecruitment@afp.gov.au) of any offences, infringements or police charges that occur during the recruitment process.

Omitting to supply relevant details may jeopardise your application.

If you do not currently hold, and have never held, a driver's licence you should upload a Statutory Declaration providing this information.

If you have lived overseas, or have travelled extensively, please provide a Statutory Declaration stating the period you held a licence and listing any traffic offences. If you did not hold a licence during this period, please provide a Statutory Declaration stating this information. Statutory Declarations can be found online.

You need to allow two to three weeks to get access to this information as a minimum. It is recommended that you request these reports at the commencement of your application.

Once the ESQ has been completed applicants will receive an automated email confirming receipt of the ESQ.

Interested applicants should refer to the Applicant Information Pack for details on the inherent requirements, employment character standards and required documentation to ensure they are best prepared to submit an application.

If you have any questions about the ESQ or Traffic History, please contact AFP Recruitment on (02) 6131 5555.

For more information about the AFP's Employment Character Standards, please go to:

https://www.afp.gov.au/sites/default/files/PDF/employment-character-guidelines_0.pdf

For information on these positions please visit our website www.afp.gov.au or you can contact the Directions Team on (02) 6131 3534.

To apply, please visit: <http://www.afp.gov.au/jobs/current-vacancies.aspx> on or after 19 October 2016.