## Human Resources

## **Annual Employee Declaration**



	be complete before commencement of employment and annually	Choose
tne	Lhove a current legal right to work in Australia. If I have an Australian work	Response
1	I have a current legal right to work in Australia. If I have an Australian work visa, I have declared all current visa restrictions and conditions to the Shire of Mundaring.	
3	If Criminal Record Screening applies to my position:  (a) I currently have no criminal charges pending against me; and  (b) I have not been convicted of a criminal offence since I last provided a National Police Clearance to the Shire.  I am not engaged in secondary employment (paid or unpaid) OR if I am	
	engaged in secondary employment, I have received written consent from the CEO.	
4	I currently possess all licences, qualifications and professional memberships which I am required to maintain in my position. (eg: CPA membership, White Card, First Aid Certificate)	
5	If it is a requirement:  (a) I have a current Working With Children Card  Expiry Date:	
6	My fitness for work or ability to undertake the inherent requirements of my role is not impacted by any health issues or medication that I am currently taking.	
7	I have not applied for bankruptcy nor am I intending to file for bankruptcy in the near future.  NOTE: An answer is only required if you are engaged:  i. as a Director or Manager; and/or  ii. in a role which requires you to hold a professional membership or particular licence which may be impacted by a declaration of bankruptcy.	
If you have selected "disagree" or "unsure" please provide further details below:		
Employee Declaration		
Employee Declaration		
To the best of my knowledge I declare that the answers and comments I have provided above are true, correct and complete. I understand that if I make a declaration that is false or misleading, I may be subject to disciplinary action including, but not limited to, termination of employment.		
Should my answer to any of the above change, I will notify the Shire as soon as possible.		
Employee Signature:		
Employee Name:		
Employee Position:		
Date of Declaration:		