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|  | Application Form  For the position of  Chief Executive Officer |

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| Briefcase with solid fill | Position **Chief Executive Officer Shoalhaven City Council** | Stopwatch with solid fill | Applications Close **5 pm Monday 23 June, 2025** | Envelope with solid fill | Email Applications to  **stephen@sbc.net.au** |

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| **Instructions:** | Before applying, please read through the Information Pack and call **Stephen Blackadder** on **0412 255 149** to discuss the role. Please submit your completed application form to **stephen@sbc.net.au** |
| **Note:** | You must divulge all relevant information connected with or associated to your application for this position. Any statement or omission in your application found to be deliberately false or misleading, prior to commencing, could result in an Offer of Employment being withdrawn, or after commencing in the role could make you liable for disciplinary action, which may include dismissal. |

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| **Personal Details** | | | | | | | |
| **First Name** |  | **Last Name** | | |  | | |
| **Mobile** |  |
| **Email:** |  | | | | | | |
| **Address:** |  | | | | | | |
| **Suburb** |  | | **State** |  | | **Postcode** |  |

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| **Photo** |

Please include a **headshot photo** by clicking and uploading an image of yourself. Please ensure the photo is not of a significant megabyte size. We provide the client with a summary of all candidates and as part of the summary of each candidate, we like to include a headshot photo of the candidate.

A white square with a blue border

Description automatically generated

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| **Motivation for your application** |

It will help us to appreciate your current situation if you can nominate for us the **reason(s)** for seeking this position. In up to **two or three paragraphs** or **no longer than a page** tell us, for example, **why move from your current job, why this job, why this location, why local government – and whether your family is supportive of the move and will join you?**

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| **Key Selection Criteria Responses** |

Please address the key selection criteria below by illustrating your responses **with examples of how you meet the criteria –** it is not sufficient to just indicate what you have done – **we are more interested in the “how”.**

As a guide, we need **no more than one page** on each of the responses.

1. An understanding of Local Government and its regulatory environment - direct local government experience is desirable as is experience outside of local government.

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1. Demonstrated experience in creating or contributing to a highly engaged, high-performance workforce and Senior Management Team.

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1. Proven ability to provide strategic direction, to drive a values-based culture and to delegate to staff to grow their decision-making skills.

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1. Strong experience and success managing organisational finances, including budgetary processes at a strategic level.

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1. Politically astute, and an ability to effectively engage with elected members and an enquiring and engaged community.

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1. An agile and confident communicator, a good listener, able to think on their feet, with proven oral and written communication skills, with elected members, MPs, regional and state organisations, local community groups and the general public.

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1. Proven ability to implement and lead excellence in customer service, including experience with customer surveys and developing satisfaction feedback processes

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1. Proven professional skills in project management and good governance.

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1. Relevant qualifications and or senior executive experience.

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| **Background Checks** |

If you are selected as the preferred candidate for this position, you will be required to undergo a *Police, Bankruptcy and Education* background check.

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| **IMPORTANT QUESTION** - Have there been any **occurrences or events** in your past that may be of concern if you are required to undergo such a background check? This may, for example, involve a **criminal record**, being an **undischarged bankrupt**, claiming **qualifications** that may not be factual, or under investigation by **ICAC or other authorities**. **Please answer Yes or No** | **YES** | **NO** |

If you have answered YES, you should discuss this with Consultant NAME **before** finalising your application.

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| **Referees** |

**Please provide details of TWO people who may be contacted to provide a reference** – preferably a current supervisor and a past supervisor, or someone who might be a peer and can comment on your professional skills and staff leadership. **We will not contact the referees until we select a shortlist of candidates for interview and only after gaining your further approval.**

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| **Details of Referees** | **Referee One** | **Referee Two** | **Referee Three** |
| **Name** |  |  |  |
| **Their current position and employer** |  |  |  |
| **Their position when they knew you** |  |  |  |
| **Are they: Supervisor / Peer / Other** |  |  |  |
| **Their Email** |  |  |  |
| **Their Mobile Phone** |  |  |  |

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| **Eligibility to work in Australia** |

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| Are you an Australian/New Zealand citizen or have the necessary permits to work unrestricted in Australia. **Please answer Yes or No from the checkboxes** | **YES** | **NO** |

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| **Applicant Statement** |

*I have completed my application in good faith, honestly and completely, providing all information requested and/or associated with my application.*

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| **Name:** | Click or tap here to enter text. | |
| **Date:** | Click or tap to enter a date. |