

Pre employment declaration

Please ensure that you answer all questions truthfully and accurately.

If you answer “yes” to any of the questions in this section, a drop down section will appear under the question to enable you to provide the department with a comprehensive response including dates. Applicants seeking employment with education are advised to scan and attach supporting evidence/documentation.

It is best to provide more details if you are seeking employment, than less to avoid delays in processing your application because of further requests for more information.

Please note:

Permanent employees: as an employee of the Department for Education you are bound by the [Code of Ethics for the South Australian Public Sector](#). Under the code of Ethics you are required to ensure your line manager is aware of any declaration where you answer yes.

The pre employment declaration only needs to be completed once unless your situation changes and you need to change an answer, or attach new information.

Applicants seeking employment: where the information provided is insufficient or inconsistent you may be contacted by the People and Culture Operations team asking you to supply further details.

Also when appropriate, you may be requested to obtain further information from your treating specialist or medical practitioner in relation to statements made in this declaration. Any additional information required will be at the cost of the applicant.

To access scanning and file saving tips click [here](#).

Please read the statements at the bottom of the pre employment declaration screen carefully.

- Clicking on “Yes” and entering your name is binding and declares that everything you have completed within your application is a true and accurate record.
- Not answering all statements honestly in the pre employment declaration screen may put your employment with the department at risk and failing to disclose will delay processing applications for employment.

For further support with	Contact
technical issues eg email address, internet service provider, your browser, attachments, cannot add additional rows or boxes	Big Red Sky Help Desk Tel: 1300 733 056 Email: helpdesk@bigredsky.com
application process and procedures.	People and Culture Operations Tel: 8226 1356 Employable applicants: Education.Recruitment@sa.gov.au Permanent employees: Education.HR@sa.gov.au

