PERSONAL ATTRIBUTES/BEHAVIOURS (We are seeking a person with…..)
A willingness to assist others  An eye for detail
A commitment to equity and diversity  A customer focus
A desire to succeed  The ability to embrace change
Energy and vision  Enthusiasm
Entrepreneurship  Flexibility
A friendly attitude  A good memory
Initiative and aptitude  Innovation
Motivation  A positive attitude
Professionalism  Responsibility
Responsiveness  Self motivated
Team building capabilities  A team player
A willingness to learn  Keenness to embrace new responsibilities

ROLE (Text)
Wear many hats and enjoy the variety  Broad range of responsibilities
Diverse varied role  Varied and vital role
Career start opportunity  Challenging and varied role

POSSIBLE BENEFITS (Text)
Career mentoring  Generous superannuation
Sports facilities  Child care facilities

EXAMPLE 1

SYSTEMS ENGINEER  (REF:XXXXX)
SCHOOL OF CIVIL AND RESOURCE ENGINEERING

- An opportunity to help shape the future
- 3 year appointment
- Salary range: Level 7 $67,165 - $74,710 p.a.
- Closing date: (Tuesday, 2 weeks after advertising)

The School of Civil and Resource Engineering is a large teaching and research group, with well equipped laboratory and experimental facilities as well as many computer driven items of testing equipment. We are seeking a highly motivated person who is keen to embrace new responsibilities.

To discuss or clarify any aspects of the position please contact …… on (telephone)

The University offers an attractive benefits package including generous superannuation, salary packaging, generous leave provisions and a challenging and supportive working environment.

Application Details: Please obtain the position’s application package by accessing the website http://jobs.uwa.edu.au/ or telephoning the 24 hour "hotline" on 6488 3733. Essential details of the University’s application procedures are contained in the package.
HR QUICKLINKS – DRAFT ADVERTISEMENT

EXAMPLE 2

ASSOCIATE PROFESSOR (REF: XXXX)
(Paediatric Dentistry)
ORAL HEALTH CENTRE OF WESTERN AUSTRALIA (OHCWA)

- Tenurable appointment
- Closing date: Friday, (4 weeks from last publication)

The Oral Health Centre of Western Australia (OHCWA) is a partnership between The University of Western Australia and the Department of Health of Western Australia, with the collaboration of Curtin University and Central TAFE. The Centre is the primary focus for oral health education, research and specialist care delivery in Western Australia.

Applicants must have a relevant specialist qualification registrable with the Dental Board of WA. The appointee will be responsible for clinical and didactic teaching in Paediatric Dentistry to undergraduate and postgraduate students, as well as for coordinating the development, maintenance and monitoring of OHCWA’s clinical programme in paediatric dentistry. The successful applicant will provide specialist paediatric dental treatment to patients. We are seeking a person with energy and vision and a commitment to teaching. Applicants with teaching experience are requested to submit a teaching portfolio as part of their application.

For further information regarding the position please contact xxxxx on (telephone)

Benefits include 17% superannuation, generous leave provisions and fares to Perth (if applicable) for appointee and dependants along with a removal allowance. These and other benefits will be specified in the offer of employment.

APPLICATION DETAILS: For copies of the position description please access the website http://jobs.uwa.edu.au/. Written applications quoting the reference number, personal contact details, qualifications and experience, along with contact details of three referees should be sent to Director, Human Resources, The University of Western Australia, M350, 35 Stirling Highway, Crawley WA 6009 or emailed to jobs@uwa.edu.au by the closing date.