MONASH University

How to apply for Monash Jobs

How to apply for a senior academic position

➢ Applications should include the following (save these three documents separately as you will be prompted to attach them individually):

1. A covering letter.

2. A statement addressing the selection criteria.

3. A curriculum vitae containing the following information:

- Full name and title
- Residential, work and e-mail addresses and telephone numbers
- Citizenship
- Country of permanent residence
- Academic and professional qualifications and relevant professional training
- Present appointment and notice required
- Previous appointments
- Details of research experience and fields of special interest
- Details of research grant record
- Published works
- Details of teaching experience
- Details of experience in academic planning and governance
- Other relevant experience, eg. for clinical positions, please include details of your clinical experience
- Date on which, if appointed, you would be likely to be able to take up duty at the University
- Names, e-mail addresses and telephone numbers of three referees (where referees are to be contacted, prior notification will be provided to the applicant)

➢ Once your documents are prepared click on **Apply** at the bottom of the advertisement and complete the application form attaching your documents in the appropriate sections.

➢ Do not send your application to the person listed in the enquiries section of the advertisement.

Multiple appointments

Monash University reserves the right to make multiple appointments in regard to each advertised position.