



Information for applicants of non-teaching roles: How to apply

Saint Ignatius' College thanks you for your interest in the advertised position. Please find below detailed instructions to follow when submitting your application.

Your application should include the following:

1. A covering letter stating the position for which you wish to apply and why. This should address your suitability for the role at Saint Ignatius' College as against responsibilities as detailed in the Position Information Documents.
2. A **two**-page current Curriculum Vitae including the name and contact details of two (2) professional referees. Please ensure you include your current employer.
3. The completed **Application Declaration Form**.

Other directions:

1. Applications should be addressed to Ms Samantha Trenerry, Head of Business.
2. Please submit your application by email in one PDF document to:

Ms Rebecca Giovine, People & Culture Manager at employment@ignatius.sa.edu.au