

**APPLICATION FORM****Board Member  
BUILDING APPEALS BOARD**

<b>Name of Board</b>	Building Appeals Board		
<b>Position applying for</b>	Board Member <input type="checkbox"/> Chair <input type="checkbox"/> Deputy chair <input type="checkbox"/>		
<b>Title</b>	Ms <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Dr <input type="checkbox"/> Other <input type="checkbox"/> _____		
<b>Name in Full</b>			
<b>Preferred name (if any)</b>			
<b>Date of Birth*</b>	...../...../.....		
<b>Gender</b>	Woman <input type="checkbox"/> Man <input type="checkbox"/> Non-binary <input type="checkbox"/> Prefer not to say <input type="checkbox"/> I use a different term <input type="checkbox"/> Please describe: _____		
<b>Residential address and postcode</b>			
<b>Telephone (provide at least one)</b>	Business <input type="checkbox"/>	After Hours <input type="checkbox"/>	Mobile <input type="checkbox"/>
<b>Email Address</b>			
<p><b>Questions marked with an asterisk (*) are optional. If you provide this information, it may be used by the Department of Transport and Planning, and the Victorian Public Sector Commission (VPSC) to measure diversity in appointments and composition of bodies. You have the option to respond to any of these questions with 'prefer not to'</b></p>			
<b>Where are you currently living? *</b>	Metro <input type="checkbox"/> Regional <input type="checkbox"/>		
<b>Do you identify as Aboriginal or Torres Strait Islander? *</b>	Yes – Aboriginal <input type="checkbox"/> Yes – Torres Strait Islander <input type="checkbox"/> Yes – both Aboriginal and Torres Strait Islander <input type="checkbox"/> Prefer not to say <input type="checkbox"/> No <input type="checkbox"/>		
<b>Were you or one of your parents born overseas? *</b>	Yes <input type="checkbox"/> No <input type="checkbox"/> Prefer not to say <input type="checkbox"/>		
<b>What country were you born in? *</b>	Country:		

	Prefer not to say <input type="checkbox"/>
Which language do you mainly speak at home? *	Please specify: Prefer not to say <input type="checkbox"/>
Do you identify as being culturally and linguistically diverse? *	Yes <input type="checkbox"/> No <input type="checkbox"/> Prefer not to say <input type="checkbox"/>
Do you identify as belonging to the LGBTIQ+ community?	Yes <input type="checkbox"/> No <input type="checkbox"/> Prefer not to say <input type="checkbox"/>
Would you like to share if you're a person with a disability? *	Yes <input type="checkbox"/> No <input type="checkbox"/> Prefer not to say <input type="checkbox"/>
Have you lived overseas in the last 10 years for greater than 12 months	Yes <input type="checkbox"/> No <input type="checkbox"/>
Current position/company (Include year commenced)	
Current board and committee roles, including as Chair	
<b>Core Skills/Areas of Expertise</b>	
<p>Please select up to three (3) areas that you consider to be your primary area of expertise that you will bring to the board.</p>	<p><b>Primary Areas of Expertise</b></p> <ul style="list-style-type: none"> <li>• Law <input type="checkbox"/></li> <li>• Building surveying <input type="checkbox"/></li> <li>• Quantity surveying <input type="checkbox"/></li> <li>• Building practitioner <input type="checkbox"/></li> <li>• Mechanical engineering <input type="checkbox"/></li> <li>• Fire safety engineering <input type="checkbox"/></li> <li>• Structural engineering <input type="checkbox"/></li> <li>• Electrical engineering <input type="checkbox"/></li> <li>• Architecture <input type="checkbox"/></li> <li>• Town planning <input type="checkbox"/></li> </ul>
<p>Please select any areas you consider to be your secondary/additional skillsets that you will bring to the board.</p>	<p><b>Secondary Areas of Expertise</b></p> <ul style="list-style-type: none"> <li>• Law <input type="checkbox"/></li> <li>• Building surveying <input type="checkbox"/></li> <li>• Quantity surveying <input type="checkbox"/></li> <li>• Building practitioner <input type="checkbox"/></li> <li>• Mechanical engineering <input type="checkbox"/></li> <li>• Fire safety engineering <input type="checkbox"/></li> <li>• Structural engineering <input type="checkbox"/></li> <li>• Electrical engineering <input type="checkbox"/></li> <li>• Architecture <input type="checkbox"/></li> <li>• Town planning <input type="checkbox"/></li> </ul>
<p>Please detail any languages spoken and proficiency levels</p>	<p><b>[List of languages]</b></p>

Statements	
<b>Statement 1</b>  Please write a statement of 150 – 200 words describing the skills and the attributes you would bring to the Board.	
<b>Referees</b> Please list below the details of two professional/Board referees who may be contacted if you are considered for interviews (February to April 2025). Ensure to include all fields:	
<b>Referee 1</b>	Name:
	Title:
	Organisation:
	Contact number:
	Email (work email preferred):
	LinkedIn or corporate URL weblink:
	Describe your professional relationship:
<b>Referee 2</b>	Name:
	Title:
	Organisation:
	Contact number:
	Email (work email preferred):
	LinkedIn or corporate URL weblink:
	Describe your professional relationship

## PRIVACY

Your information will be stored with the Department of Transport and Planning database and will be assessed by authorised government officers and state departments. Wherever practicable, the information stored will be made available to authorised personnel in a de-identifiable format to allow accurate reporting on board profiles.

Limited information is provided on a publicly available Victorian government website. This includes first name, surname, the term of current appointment and position on the board. Further information is available from the Department of Transport and Planning at [Privacy and Data Protection Act 2014](#)

SHK Asia Pacific, known as SHK, are assisting the Department of Transport and Planning with this process.

SHK's privacy policy is available on [shk.com.au](http://shk.com.au). SHK and the Department treat all personal information provided by an individual in support of an appointment application in accordance with the Privacy and Data Protection Act 2014 and the Public Records Act 1973.

When you provide us with information about other individuals, we rely on you to make them aware that such information will or may be provided to us as part of the application process.

**Please attach a full and detailed Personal CV to include the information summarised in the Key Selection Criteria section of the Candidate Information Pack. This application document serves as a substitute for a cover letter; a separate cover letter is not necessary.**

## CONSENT

I consent to SHK and the Department's use of personal information on this form and in my accompanying personal resume (including any sensitive information such as racial or ethnic origin, and health information such as whether I have a disability) as part of administering appointments to statutory authorities and advisory committees. This information may be included in submissions to Cabinet and/or Governor in Council and shared with other Victorian public sector organisations involved in the administration of appointments. Where you do not provide the information required by this form, we may be unable to process your application.

The Department requests your permission for:

- personal information to be stored by the Department of Transport and Planning
- this personal information to be shared between other government departments
- limited personal information, as previously described, to be made publicly available on a Victorian Government website.

I also consent to providing a completed Declaration of Private Interests, and grant permission for the conduct of probity checks, which will consist of:

- a criminal record check Australia wide by Crim Trac
- a check of the Australian Securities and Investment Commission (ASIC) register of persons prohibited/disqualified by ASIC under the provisions of the Corporations Act 2001
- a check of the Australian Financial Security Authority (AFSA) National Personal Insolvency Index which contains information about proceedings and administrations under the Bankruptcy Act 1996.

I grant permission for inquiries that may be made to establish the accuracy of any of the information provided by me in this form and accompanying attachments and to determine my suitability for nomination and I understand that these inquiries will involve the disclosure of my information for these limited purposes.

