



Recruitment Pools

Fact sheet

This fact sheet provides information to applicants, current employees and managers regarding recruitment pools in the Department for Child Protection (DCP). The pool enables DCP to access readily available candidates for employment in a timely manner, following merit-based selection processes.

Applicants may apply for pool positions at any time and applications will be assessed through selection processes conducted at various times throughout the year. Successful applicants will be advised that they have been recommended for the pool and may be offered temporary or ongoing employment as vacancies arise within a period of 12 months.

Principles of the recruitment pool

- Pools will be in operation for specific roles, in particular where there is a regular requirement to fill vacancies
 - The pool will operate on a continuous basis for 12 months then restart for a new round
 - Applications for the pool will be accepted at any time within the 12 month timeframe
 - The pool will usually remain advertised for 12 months and then renewed each year
- Where an applicant has been advised that they have been accepted into the pool, the recommendation is valid for a period of 12 months
 - Recommended candidates in the pool may be offered temporary or ongoing employment dependant on operational needs. Roles may be full-time or part-time
 - Recommended candidates can accept a short term contract and once the contract is completed they will return to the pool if the end of the contract is within the 12 months since their recommendation
 - If a recommended candidate accepts an offer of employment they will not be made any further offers of employment, unless they return to the pool

- Recommended candidates who are not offered employment within 12 months will be required to re-apply for the following year's recruitment pool
- There is no guarantee that an offer of employment will be made to recommended candidates within the 12 month period
- Offers may be in regional locations on occasion
- Notification of acceptance into the pool does not constitute an offer of employment
- Recommended candidates remain non-public sector employees until they accept employment
- Recommended candidates must meet all DCP pre-employment requirements before they can be offered employment

Offers and placement

A delegate will consider the following in determining whether an offer of employment is made to a particular candidate:

- Operational need
- The skills, experience and abilities of the candidate identified through the merit selection process
- The location and work preferences of the candidate

Further information

DCP Recruitment on (08) 8204 2473
or view the Commissioner for Public Sector
Employment Guideline — Recruitment
at publicsector.sa.gov.au

