



Conditions of Employment for Temporary Staff

1. I am an Australian resident or hold a visa permitting me to work in Australia.
2. I hereby apply to work as a Challenge Consulting Australia Pty Limited Temporary depending on assignments offered and my availability.
3. I understand I will be employed under the Clerical & Administrative Employees in Temporary Employment Services (State) Award. I am informed that this is the appropriate Award for all temporaries employed by Challenge Consulting Australia Pty Limited and other members of the Recruitment and Consulting Services Association (RCSA).
4. I have read, understood, agreed to and signed the Collection Statement, relating to the collection and handling of the personal information I have given to Challenge Consulting.
5. I recognise that as a temporary employee, my assignments will depend on the requirements of clients of Challenge Consulting Australia Pty Limited and that in any assignment there can be no expectation of continued employment.
6. I will be advised for each assignment:
 - The anticipated length of the assignment.
 - The hourly rate applicable for each assignment.
 - The task required at the time of engagement.
7. I understand and agree that although the task and duration will be advised at the time of engagement, task and duration may be changed during an assignment dependant on Challenge Consulting Australia Pty Limited client needs and my ability to meet client requirements.
8. Depending on my availability, I may accept or reject Challenge Consulting Australia Pty Limited's offer of employment. However, having accepted a temporary assignment, I am responsible to Challenge Consulting Australia Pty Limited as my employer for:
 - Completion of the assignment as agreed, if not the provision of one week's notice.
 - Punctuality, reliability, an acceptable standard of work, and appropriate dress.
 - Reporting any variation to the agreed hours of work.
 - Notification to Challenge Consulting Australia Pty Limited before 8.15am if I am unable to attend work during any period of employment.
 - Reporting immediately any accident or injury incurred at my place of work.
 - Informing Challenge Consulting immediately if I am requested to perform any duties other than those duties assigned to me at the commencement of my assignment.
 - Keeping a daily timesheet on the form provided, on which I accurately record my total hours worked and which I send to Challenge Consulting Australia Pty Limited by facsimile each Friday.



9. I agree to keep confidential any information acquired during the course of an assignment.
10. I agree that I will not remove any client property, including intellectual property, from the client's site either during, or at the end of, my assignment.
11. I will not use the client's office equipment/facilities (i.e. phone, fax, email, internet, photocopier, scanner, etc.) or my own mobile telephone for personal purposes, without the express permission of Challenge Consulting Australia Pty Limited's client. Contravention of this condition may lead to termination of the assignment.
12. I am entitled to receive superannuation of 9% in addition to the agreed hourly rate, after receiving the minimum monthly wage total as set down in the Superannuation Guarantee legislation.
13. I understand that my hourly rate of pay will include payment for annual holidays, sick leave and public holidays as prescribed by the Clerical & Administrative Employees in Temporary Employment Services (State) Award.
14. I understand I am protected by Worker's Compensation Insurance. I declare that I have not had any illnesses or injuries which will hinder my job performance. I agree to the terms of Challenge Consulting Australia Pty Limited's OH&S Policy.
15. I understand that the first four (4) hours of each assignment is a trial period for client assessment. Should I not meet client requirements, the assignment could be terminated.
16. I understand Challenge Consulting Australia Pty Limited will not be keeping me in continuous work, it will be on a "needs" basis.
17. I undertake that whilst engaged on an assignment with a client of Challenge Consulting Australia Pty Limited and following the completion of my assignment, I will not accept a permanent or temporary position of employment with the client or any of its related corporations, without advising Challenge Consulting Australia Pty Limited beforehand.

Print Name:

Signature:

Dated: