



Recruitment Requisition Form

An up-to-date position description must be attached to this form (approved by an Executive Manager).

Position Title:			
Hiring Manager(s):			
Department:			
Section/Campus:	Junior School	Senior School	Whole School/Campus
Commencement Date:	(DD/MM/YYYY):		
Position Details:	New Position - Business case must be attached		
	Staff Replacement	Name:	
		Reason:	
		Last Working Day:	
Type of Contract:	Ongoing (Permanent)	Maximum Term* - End Date (DD/MM/YYYY):	
Working Pattern:	Full Time	Days per week: Hours per week & FTE: Permanent Temporary	
	Part Time		
	Casual		
Averaging:	Will the employee work during non-term time?		Yes No
Is this position included in the department's budget?	Yes	\$	per annum per hour
	Proposed MEA Classification:		
	No. Sign-off from the Principal required. Business case must be attached.		
Recruitment Platforms:	Christian Jobs <i>*salary range required</i>	The Leader <i>*see over for \$\$</i>	Education HQ (FREE)
	SEEK <i>*salary range required</i>	SMH <i>*see over for \$\$</i>	Teachers on Net (FREE)
	TASC website (FREE)	Danebank Social Media	AGSA/Alliance website (FREE)
	Other		
Suggested Interviewers:			
Ad Duration:	Weeks	Closing date for applications (DD/MM/YYYY):	
Approvals:	Executive Manager	Principal / Deputy Principal	Date (DD/MM/YYYY):

* If this is a maximum term position, you must give HR a justification along with this form.



Advertising Costings

The Leader (St George & Sutherland Shire)

Print:

Your ad size that has been sent is 6.7 cm (h) x 15.87 cm (w).
The rough cost you would be looking at is:

- **4 columns: \$930.26 for 1 week in The St George & Sutherland Leader.**
The ad size is 6.7 cm (h) x 4 columns (12.89 cm w).
- **5 columns: \$1141.22 for 1 week in The St George & Sutherland Leader.**
The ad size is 6.7 cm (h) x 5 columns (16.17 cm w).
- **2 column ad \$571.56 for 1 week in The George & Sutherland Leader**
The ad size is 8.0cm high x 2 columns 6.45 cm wide

Also have weekly deals where you receive discounted rates if you advertise for more than 1 week.

Digital:

LOCAL TARGETED DISPLAY

We use various tactics so your ads will be shown to potential customers across the web as they research, read articles related to your products or services, or even look at your competitors websites. Local Targeted Display advertising targets the right user at the right time without wasting your marketing dollars on those who haven't shown interest or intent in your offerings.

Branding creates awareness | Interaction provides answers | Performance gets action.

1 - 2 MONTH PACKAGE OPTIONS

LTD15 \$460 PER MONTH + \$175 SETUP FEE

Build your business brand awareness by keeping front and centre of the right audience while they are searching relevant content in your service area.

• 15,000 ad impressions* • Keyword Search • Geo Targeting

LTD35 \$1,100 PER MONTH + \$175 SETUP FEE

Increase your brand awareness by keeping front and centre of the right audience while they are searching relevant content in your service area..

• 35,000 ad impressions* • Keyword Search • Geo Targeting • Site Retargeting

LTD60 \$1,780 PER MONTH + \$175 SETUP FEE

Be more competitive with your business by more exposure to your brand as potential customers are searching the Internet and are relevant to your business, locations and have been to your website.

• 60,000 ad impressions* • Keyword Search • Geo Targeting • Site Retargeting
• Keyword Contextual • Up to 10 Geo Fences

LTD80 \$2,200 PER MONTH + \$175 SETUP FEE

See more interaction of your brand with more engagement and getting your message in front of your potential customers as they search the Internet and expressed interest with your business.

• 80,000 ad impressions* • Keyword Search • Geo Targeting • Site Retargeting
• Keyword Contextual • Up to 10 Geo Fences



Advertising Costings

Sydney Morning Herald (My Career, Colleges & Schools)

Print:

The best package deal is a Three-Day-Buy, consecutive Sat, Wed and Sat

Our Contact:

Josh Davies

Account Executive – Education & Workplace

Australian Financial Review | Sydney Morning Herald | The Age

0481 558 805

joshdavies@nine.com.au

To book an ad space, email Josh and specify:

- Size (generally 96mm wide and as deep/high as required)
- Location (generally in the SMH MyCareer Colleges & School section)
- Run dates (ads run on Saturdays and Wednesdays)
- Booking Deadline - Wednesday 2pm
- Material Deadline - Thursday 10am
- Upload artwork to <https://addelivery.com.au/> you will need your booking # and ad size to login

Rate cards:

- Single insertion buys
- Three-Day-Buy specials, consecutive Sat, Wed and Sat, saving 47%

Sample print ad sizes and costings (3-day buy):

- | | | |
|-------------|---------------|---------------|
| • T11H size | (45 x 96.2mm) | \$1,679 + GST |
| • T1H1 size | (70 x 63mm) | \$1,679 + GST |
| • T22 size | (92 x 129mm) | \$4,476 + GST |