Government of **Western Australia**
Department of **Housing and Works**

2027 GRADUATE PROGRAM

Graduate Program Application Guide

This is your guide to preparing an application for the Department of Housing and Works Graduate Program.

Your application is the first formal assessment used during the selection process. It is important that you follow these guidelines when preparing and lodging your application.

Applications that do not follow the guidelines will not be considered for an interview.

Applications open 23 February and close 23 March 2026 at 9am (AWST)

There are four parts to the written application:

Part one: Graduate Application Checklist

Part two: Resume

Part three: Academic transcript

Part four: Eligibility

This guide provides information about the requirements for each part and how to lodge your application. All parts must be submitted at the same time by the closing date. All guidelines must be followed to be considered for an interview.

The selection panel will use the attributes listed below to assess the suitability of applicants.

- Research skills
- Written communication skills
- Initiative
- Conceptual and analytical skills
- Oral communication and interpersonal skills
- Teamwork skills

Part one – Graduate Program Application Checklist

For your application to be eligible for assessment for the 2027 Graduate Program, all paperwork must be submitted. Please complete the Graduate Program Application Checklist to ensure this requirement is met.

Part two- Resume (2 to 3 pages maximum)

Include a copy of your resume that contains your:

- Statement outlining your reason for applying for the Housing and Works Graduate Program
- Employment history (paid and unpaid) including your responsibilities
- Education details
- Interests
- Achievements

Part three – Academic transcript

Include a copy of your academic record clearly showing all pages:

- Units studied
- Grades obtained in those units
- Overall course weighted average in a percentage

(If you have not completed your degree, show the above to date including your name, university details and your university ID)

Part four – Eligibility

To be eligible to apply, you must submit a copy of **one** of the following:

- Australian birth certificate
- Australian passport
- Australian citizenship certificate
- Permanent residency visa

How to lodge your application

Ensure you have completed all requirements of the application:

- Graduate Application Checklist
- Resume
- Academic transcript
- Eligibility

Applications must be lodged by 9am (AWST) on 23 March. Late applications cannot be accepted.

To apply

Online – Jobs.wa

- Click on the 'Apply for Job' button on the advertisement at Jobs.wa
- Only files in Work or PDF format will be accepted.
- Leave plenty of time to submit your application and allow for system outages.

For additional information

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