

Important Information for Chairs and Hiring Managers in 'Recognising Working Rights and Visas' in the candidate assessment process

We have recognised that given the current high-volume candidate market, reviewing candidate work rights can add additional complexity and time to the process for hiring managers. Although we advertise our jobs with the following wording:

Candidates must hold Australian work rights to apply for this position. For permanent/ continuing roles, applicants must have permanent work rights. For further information visit [Immigration and Citizenship\(homeaffairs.gov.au\)](https://www.immigration.gov.au/Citizenship(homeaffairs.gov.au))

...many candidates are still applying for ACU vacancies when they don't possess the appropriate work rights.

To check the work rights of your candidates, please click on the three dots on the top right-hand side of your Staff Connect candidate form and select **Questionnaire**. See below example:

Other Assessments – Pending

Overall Assessment – No scores recorded

Rank – N/A

...

Pending

Documents

Cover Letter – [Cover Letter_ACU.pdf](#)

Resume – [CV 2025_ACU.pdf](#)

Working rights

☒ Yes

☐ No

Do you have any restrictions on your right to work in Australia that would inhibit you from fulfilling the entire employment duration for the role you are applying for? For example, hold a holiday work visa, student visa, graduate visa, bridging visa. For a continuing role, candidates are required to hold permanent Australian work rights. Please provide the details of your visa in the comment below.

Working restrictions

☐ Yes

☒ No

Do you consent to ACU conducting the following checks and searches of your details, now or at any time in the future, and confirm that you will sign all necessary forms to assist in these checks and searches being undertaken;

The Federal Department of Home Affairs outlines the following requirements for visas and work rights in Australia:

For Continuing Appointments:	Australian citizens, Australian Permanent Residents, NZ citizens* (*NZ permanent residents can not hold a continuing role in Australia). If a candidate wants to be considered for continuing work and claims to be applying for permanent residency (PR): they must provide their visa grant that outlines the current visa they hold, evidence of the visa they have applied for, and evidence/list of their bridging visa they have been granted whilst the Department of Home Affairs considers the request for PR. This information will be required at the appointment stage of the ACU recruitment process. Please refer to the example shown.
For Fixed Term Appointments:	Candidates with visas must have a visa end date that is greater than the length of the ACU contract they are being offered, and their FTE/hours per week, must match any work limitations

	attached to their visa (as applicable).
Visa Types:	
	485 Temporary Graduate visas – temporary and only valid for the duration of the visa. There is no direct pathway to permanent residency, however before advising they are ineligible to apply it would be best to ascertain that they have not applied for permanent residency
	500 Student visa – temporary and only valid for the duration of the visa. Work hour limitations apply for those studying a bachelor's degree or higher degree (not by research). No direct pathway to PR.
	482 Temporary Skills Secondary applicant – a temporary visa / partner may be sponsored for PR. Candidate needs to show evidence they have applied for PR before being offered a continuing role at ACU. 482 Temporary Skills Primary applicant - cannot work for any other organisation other than the organisation* that has sponsored them. (*ACU will not take over the sponsorship).
	820 Partner Visa – temporary work rights but this visa has a direct pathway to PR (i.e. 801 PR is typically granted normally two years after 820 has been granted).
	462 or 417 Working Holiday visa – temporary work rights with the candidate only able to work for the one organisation for six months at a single time.

For more information visit the Federal Department of Home Affairs website at:

<https://immi.homeaffairs.gov.au/>

Or, log a Service Central general enquiry ticket and request advice from P&C Appointments Team member, Danielle Kelson.