



AUSTRALIAN ANTARCTIC PROGRAM - PERSONAL & SALARY PARTICULARS
(Please complete)

Full Name _____

Residential Address _____
 _____ State _____ P/Code _____

Telephone Number _____ Mobile _____

Postal Address _____
 _____ State _____ P/Code _____
(If postal address is same as residential address write "as above")

Private Email Address _____@_____

Payday is every second Thursday. You will be paid by direct deposit to an Australian Building Society, Credit Union or Bank account. Payslips are available usually the day before payday via the AAD intranet Employee Self Service (ESS) facility. You will be provided with access to this facility on commencement. **Any changes to the following details/arrangements must be entered via ESS or notified by email to AAD PayandConditions@aad.gov.au**

Please provide your account details for net pay deposits:

Name of Financial Institution _____

Branch Address _____

Account in Name(s) of _____

Financial Institution ID (BSB) _____ (must be 6 digits)

Account Number _____ (maximum 9 digits)

You may also arrange deductions from your fortnightly pay (after tax) to another financial institution-

Please provide account details for deductions to another financial institution:

Name of Financial Institution _____

Branch Address _____

Account in Name(s) of _____

Financial Institution ID (BSB) _____ (must be 6 digits)

Account Number _____ (maximum 9 digits)

Fortnightly amount of deduction _____

Signature: _____

Date: _____