# AUSTRAC logoRecruitAbility Scheme: Guidance for applicants

AUSTRAC is committed to supporting the employment and career development of people with disability.

Our participation in the Australian Public Service (APS) RecruitAbility scheme means we will progress an applicant with disability to a further stage in the selection process, where they opt into the RecruitAbility scheme and meet the minimum requirements of the job.

## About RecruitAbility

The RecruitAbility scheme gives people with disability the opportunity to put forward their skills and experience during a selection process. Our externally advertised vacancies are accessible under the scheme.

RecruitAbility aims to build the confidence and ability of people with disability to compete for APS vacancies.

## Applying for RecruitAbility

You will be asked to indicate if you wish to opt into the RecruitAbility scheme in the vacancy details section of the AUSTRAC job application cover sheet.

You must tick the ‘opt in’ box to participate in the scheme. Simply declaring that you require adjustment will not automatically include you in the scheme.

Read more about the [RecruitAbility scheme: a guide for applicants](https://www.apsc.gov.au/recruitability-scheme-guide-applicants) on the Australian Public Service Commission’s website.

## Reasonable adjustments

We provide reasonable adjustments, such as access, equipment or other practical support at relevant stages of the recruitment process. Please contact the contact officer for the role listed on the AUSTRAC vacancies page to discuss any adjustments you require.

## Evidence of disability

You do not need evidence of your disability to opt into the RecruitAbility scheme but you are making a declaration to the APS that you meet the definition.

## What do we mean by disability?

Under the RecruitAbility scheme, disability is a limitation, restriction or impairment, which has lasted, or is likely to last, for at least six months and restricts everyday activities. This also includes episodic conditions. This definition covers many types of disability, including one or more of the conditions listed below.

### Sensory

* Loss of sight (not corrected by glasses or contact lenses).
* Loss of hearing where communication is restricted, or an aid to assist with or substitute for hearing is used.
* Speech difficulties.

### Intellectual

* Difficulty learning or understanding things.

### Physical

* Shortness of breath or breathing difficulties that restrict everyday activities.
* Blackouts, seizures or loss of consciousness.
* Chronic or recurrent pain or discomfort that restricts everyday activities.
* Incomplete use of arms or fingers.
* Difficulty gripping or holding things.
* Incomplete use of feet or legs.
* Restriction in physical activities or in doing physical work.
* Disfigurement or deformity.

### Psychosocial

* Nervous or emotional condition that restricts everyday activities.
* Mental illness or condition requiring help or supervision.
* Memory problems or periods of confusion that restrict everyday activities.
* Social or behavioural difficulties that restrict everyday activities.

### Head injury, stroke or acquired brain injury

* Head injury, stroke or other acquired brain injury, with long-term effects that restrict everyday activities.

### Other

* Receiving treatment or medication for any other long-term conditions or ailments and still restricted in everyday activities.
* Any other long-term conditions resulting in a restriction in everyday activities.

## Contacts

If you would like more information or have any questions, please email [recruitment@austrac.gov.au](mailto:recruitment@austrac.gov.au)