華人社區服務中心
Chinese Community Social Services Centre Limited
ACN 679 804 927 ABN 95 428 365 701
On Luck Chinese Nursing Home

Guidelines for Applicants

Board of Directors

Chairperson
Ms. Kim AU

Deputy Chairperson
Dr. John Kwong Tin Wong

Directors
Mr. David Yong, J.P.
Mr. Albert Hau
Mr. Kwok-Lam Leung, J.P.
Mr. Lawrence Wong

29 September 2026

Dear Applicant,

Thank you for your interest in the advertised position at On Luck Chinese Nursing Home.

Applicants are invited to submit a current resume, including the contact details of three referees, together with a cover letter addressing how your qualifications and experience enable you to effectively undertake the key responsibilities outlined in the job description.

Application Submission
Applications may be submitted by post, email, or fax as follows:

By Post:
Human Resources Team
On Luck Chinese Nursing Home
PO Box 349, Doncaster East, VIC 3109

By Email:
admin.onluck@ccssci.org.au

By Fax:
(03) 9844 6063

Short-listed applicants will be contacted shortly after the closing date to arrange an interview.

Thank you for responding to our advertisement and for your interest in our service.

Yours faithfully,

Ms. Kim Au
Acting Chief Executive Officer
Chinese Community Social Services Centre (CCSSC)