

Apply for leave with the ESS app

Download

Scan the QR code to download the app for your device.

iOS



Android



Login

Use your existing ESS username and password to log in. Your employer will provide you with a web service number.

The screenshot shows a login form with the following fields: Employee name, Password, and Web service. There is a radio button for 'Use SSL' and a 'Login' button at the bottom.

Check leave balances

Have you got enough leave? Your up-to-date leave balances can be found in the Accruals tab.

The screenshot shows the 'Accruals In Hours' screen with a pull-to-refresh indicator. It lists the following leave balances:

Leave Type	Balance
Annual Leave	71.85
Annual Leave - All Pay Item Groups	103.85
Annual Leave - West Wing	0.00
Annual Leave - East Side	0.00
Rostered Day Off	67.50
Long Service Leave	-30.25

Apply for leave

See all your pending and approved leave applications from the Leave List. Lodge new requests easily with the Add icon at the top.

The screenshot shows the 'New Leave' form with the following details:

- Leave Type: Annual Leave
- Start Date: 25/11/20
- End Date: 27/11/20
- Hours: 24
- Address: 12 Demo Road
- Phone: 08 8130 7000
- Reason: Taking a break!

View payslips

Check, email and print your current and historical payslips directly from the app.

The screenshot shows the 'Payslips' screen with a pull-to-refresh indicator. It lists the following payslips:

Date	Payslip ID
01/11/20	PAY271
01/10/20	PAY270
01/09/20	PAY269
01/08/20	PAY268