

Employee Application Form



APPLICANT DETAILS:

Title:	Surname:	Given Name/s:
Home Address:		
Suburb:	State:	P/Code:
Contact Details:		
Work:	Home:	
Mobile:	Email:	
Are you an Australian Citizen / Permanent Resident?		<input type="checkbox"/> Yes <input type="checkbox"/> No
If no, do you have a working visa?		<input type="checkbox"/> Yes <input type="checkbox"/> No
Visa Type:	Visa Number:	
Issued Date:	(dd/mm/yyyy) Expiry Date:	(dd/mm/yyyy)
(Note: to be eligible for employment, applicants must have the appropriate work visa or have permanent residency status. A copy of a current work visa is required)		
Do you require any special arrangements at an interview?		<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please provide details below:		

WORK DETAILS:

1.Name of Most Recent Employer:	
Position Held:	Contact No:
Duties:	Start Date & Finish Date:
2.Name of 2nd Most Recent Employer:	
Position Held:	Contact No:
Duties:	Start Date & Finish Date:

SKILLS / QUALIFICATIONS:

Crane operator Type:	<input type="checkbox"/>	Dogging	<input type="checkbox"/>	Rigging	<input type="checkbox"/>	Bobcat	<input type="checkbox"/>
Forklift	<input type="checkbox"/>	Tractor operator	<input type="checkbox"/>	Computer skills	<input type="checkbox"/>	Working at Heights	<input type="checkbox"/>
Confined Space	<input type="checkbox"/>	Working at Heights	<input type="checkbox"/>	Loader	<input type="checkbox"/>	locomotive 060 ticket	<input type="checkbox"/>

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Loader	<input type="checkbox"/>	Manual drivers licence	<input type="checkbox"/>	Truck	<input type="checkbox"/>	Other:	<input type="checkbox"/>
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REFEREE DETAILS: (NOTE: TWO REFEREES ARE REQUIRED. THESE REFEREES SHOULD HAVE BEEN YOUR IMMEDIATE SUPERVISOR IN YOUR PAST OR EXISTING ROLE).

1.Name of Referee:	
Position Held:	Contact No:
Name of Organisation:	Length of Employment:
2.Name of Referee:	
Position Held:	Contact No:
Name of Organisation:	Length of Employment:

CERTIFICATION

I hereby certify that the above information is correct and complete to the best of my knowledge and belief. I understand that, if I am employed, I will be liable to dismissal if any of the statements in my application are found to be deliberately misleading.
Applicants Name (<i>print</i>):
Signature:
Date:

Interview and selection process

The selection of candidates for interview is determined by skills, knowledge and experience. If selected for interview, the interview panel will assess your ability to do the job through interview questions and referee checks.

Pre-employment Medical

A pre-employment medical will be required as part of the application process. This involves a drug urine screen, hearing, eye sight, lung function, musculoskeletal system and survey on you medical history.

Referee Check

The FNM HR / HSE Advisor will contact your referees if you are shortlisted following an interview. Your nominated referees must include a direct line supervisor you have worked for in the last two years. The selection panel will ask your referees to comment on your work behavior and can be asked to verify or comment on claims made by you.