

DME Engineering Pty Ltd

Application for employment

Please attach a copy of your current resume to this application form

Personal Information		
Surname:		Given Names
Street Address:		Suburb:
State:	Post Code:	Date of Birth:
Home Phone Number:		Mobile Phone Number:
Email Address:		Position(s) Applied for:
Emergency Contact Information		
Name:		Relationship:
Address:		
Home Phone Number:		Mobile Phone Number:
References		
Company Name:	Start Date:	Reason for leaving:
Contact Name:	Finish Date:	
Contact Number:		
Company Name:	Start Date:	Reason for leaving:
Contact Name:	Finish Date:	
Contact Number:		
Company Name:	Start Date:	Reason for leaving:
Contact Name:	Finish Date:	
Contact Number:		
Workers Union		
Are you a member of a Trade union? Yes / No		Member Number:
If yes, which one?		
Superannuation		U-Plus / Coverforce Pty Ltd
Super Fund:	Member No:	Member Number:
ACIRT		Long Service Leave Corporation
Member Number:		Member Number:
Can we provide your Tax File Number to ACIRT Y <input type="checkbox"/> N <input type="checkbox"/>		
Bank Details		

Bank Name:	Account Name:
BSB: □ □ □ - □ □ □	Account Number: □ □ □ □ □ □ □ □ □ □

Preview Questions:

May we contact your previous / current employer for references?	Yes	No
May we submit your resume to clients if it has been requested?	Yes	No
Are you prepared to work at heights?	Yes	No
Are you prepared to work weekends when required?	Yes	No
Are you prepared to work overtime or shift-work as and when required?	Yes	No
Are you prepared to undergo a medical examination at the company's expense, if asked to do so?	Yes	No

Medical Information

Do you suffer from any of the following?:

Back condition?	Yes	No	Allergies?	Yes	No
Hernia?	Yes	No	Hearing impairment?	Yes	No
Heart condition?	Yes	No	Sight impairment?	Yes	No

If you answered yes to any of the above, or you suffer from any additional conditions, please provide details:

Workers Compensation

If you have sustained any injury/injuries during your previous employment, or have claimed workers compensation, please provide details below: (last ten years only)

Nature of Injury/Injuries	Date Injury Occurred	Name of Employer

Education

School Certificate	Yes	No	Trade Qualification	Yes	No
Higher School Certificate	Yes	No	University/TAFE	Yes	No

Trade Qualification details:

University/TAFE – courses studied/current studies:

Licences/Tickets/Certifications (Please tick)

Car Licence	Scaffolding SB / SI / SA	Skid steer / Bobcat operator (LS)	Steam Engine Operation (ES)
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Truck Licence (LR)	Dogging (DG)	Front end loader / Backhoe (LB)	Concrete Placing Boom (PB)
Truck Licence (MR)	Rigging RB / RI / RA	Front end loader (LL)	Boiler Operation (BB / BI / BA)
Truck Licence (HR)	Crane (specify type).....	Forklift (LF)	Turbine Operation (TO)
Truck Licence (HC)	Green card / white card	Excavator (LE)	Boom lift Operator (WP)
Truck Licence (MC)	Blue Card (stop/slow bat)	Dragline (LD)	First Aid Ticket
Welding ticket(s).....	Yellow card (Traffic control plans)	Confined space ticket	RISI ticket

If you have any additional licenses not listed above, please provide details below:

Skills/Experience (Please Tick)					
Boilermaker/Sheet Metal	Building & Construction	Transport	Welding		
Onsite construction/erection	Asbestos removal worker	2 axle rigid vehicle > 4.5T <small>GVM</small>	Aluminium		
Plate work	Bricklayer	2 axle rigid vehicle = 4.5T <small>GVM</small>	Braze silver sold		
Read drawings	Carpenter	Articulated vehicle 3 axles	Flux core		
Shut downs/maintenance	Cement gun operator	Three axle rigid vehicle	Pipe welding		
Structural steel	Concrete cutting machine op	Rigid veh/trailer comb 3 axles	Polishing welds		
Trades assistant	Concrete finisher	Articulated vehicle – 4 axles	Positional welding		
Vessels & tanks	Concrete floater	Four axle rigid vehicles	Welding prep		
Welding fabrication	Concrete formwork stripper	Rigid vehicle/trailer comb 4 axles	Purge weld		
Work Shop	Concrete mixer driver	Articulated vehicle – 5 or 6 axles	Structural steel & non ferrous		
Fitting	Demolition labourer	Rigid vehicle/trailer comb 5-7 axles	Submerged Arc (S.A.W)		
Alignments	Detail finish work	Double articulated (B-Double)	Tig (GTAW)		
Bench fitting	Dogman	Rigid vehicle-triple combination	MIG (GMAW / FCAW)		
CNC operation	Dragline	Ready mix concrete agitator	Stick (MMAW)		
Fabrication	Drilling machine operator	Forklift up to 4.5 tonnes	Oxy Weld		
Fault finding	Electric motor attendant	Forklift from 4.5T up to 9T			
Fine tolerance alignment work	Formwork	Forklift from 9T up to 15T			
Gas fitting	Formwork reinforcement	Forklift from 15T up to 30T			
Hydraulics	Foundation shaft person	Forklift 30T to 60T			
Instrumentation	Gantry hand	Forklift 60+ tonnes			
Large bore (using ISO's)	General labourer	Straddle truck driver			
Lifting equipment	Grader	Crane Operator	Electrical/instrumentation		
Machining	Hoist/winch driver	Non-slew greater than 3T (CN)	Apprentice electrical		
Maintenance fitting	Jackhammer operator	Slewing crane up to 20T (C2)	Cable joining		
Mould repairs	Joiner	Slewing crane up to 60T (C6)	Cable tray installation		
Pipe fitting screwed	Marker-Setter out	Slewing crane up to 100T (C1)	Conduit installation		
Pipe fitting weld	Mobile concrete line pump op	Slewing crane over 100T (CO)	DC controls cable pull		
Pneumatics	Paint preparation	Tower crane (CT)	Fault finding		
Pump installation	Painting	Self erecting tower crane (CS)	Fibre optics		
Pump overhaul	Pipe laying	Derrick crane (CD)	High voltage / isolation		
Read drawing	Plasterer	Bridge & Gantry crane (CB)	HV 11-66kV		
Restricted electrical	Powder monkey	Portal boom crane (CP)	Instrumentation		
Small bore (using compression benders)	Render		L2 Accreditation		
Small bore (using hand benders)	Rigger (Basic / Inter. / Adv.)		LV <11kV		
Tool making	Road roller operator		Maintenance		
Trades Assistant	Roof sheet		Overhead lines		
Tube (thin wall)	Roof tiler		Read drawing-layouts		
Valve repair	Set levels		Read drawing schematic		
	Set out		Testing & communication		
	Side boom/pipe layer		Transmission >66kV		
	Sign writer		Mechanical		
	Steel fixer		Automotive		
	Steel erection		Diesel		

	Supervisor				Gearbox	
	Trench work				Heads	
	Trades Assistant				Truck / Bus	
					Muffler	

Consent & Declaration

I declare that the above information is true & correct. I understand that, in the event of my employment by the Company, I shall be subject to dismissal if any information that I have given in this application is false or misleading or if I have failed to give any information herein requested, regardless of time elapsed after discovery.

I authorise the Company to enquire into my educational, professional and past employment history references as needed to research my qualifications for the position. I hereby give my consent to any former employer to provide employment related information about me to the Company and will hold the Company and my former employer harmless from any claim made on the basis that such information about me was provided or that any employment decision was made on the basis of such information.

I understand that nothing in this employment application, the granting of an interview or my subsequent employment with the Company is intended to create an employment contract between myself and the Company. I understand and agree that, if hired; my employment will be terminated at will and may be terminated by me or the Company at any time and for any reason. I understand that no person has any authority to enter into any agreement contrary to the foregoing.

If employed, I will be required to provide original documents, which verify my identity, qualifications and trade certificates/licences held.

I declare that I have received a copy of The Fair Work Information Statement.

Print Name

Signature

Date

Department of Immigration & Multicultural & Indigenous Affairs (DIMIA)

It is a requirement under the Migration Act, that we only employ people who are legally allowed to work in this country. Failure to do so can result in fines of up to \$21,600 and two years imprisonment for the individuals themselves while the companies employing them face fines of up to \$108,000.00 per illegal worker (Legislation as of 29th August 2017)

As an employer, we must ensure that the people we employ are legally allowed to work in this country.

To confirm that you are legally allowed to work in this country, you must complete the verification section below and supply us with a copy of your Birth Certificate, Citizenship Certificate or Visa indicating your work status. You will NOT be allowed to begin work until the verification section below is completed and proof of status is handed in to us.

VERIFICATION OF LEGAL STATUS TO WORK IN AUSTRALIA

I _____ (the employee) verify that I have either been born in Australia, or have been verified by the Department of Immigration and Multicultural and Indigenous Affairs to have a legal right to work in Australia. To verify this I have attached a copy of my:

Australian Birth Certificate	Yes	No
Australian Passport	Yes	No
Australian Citizenship Certificate	Yes	No
Visa indicating work status in Australia	Yes	No

Signature

Date

OFFICE USE ONLY

Start Date: _____

Classification: _____

Interview Comments

INTERVIEWER NAME:	SIGNATURE:	DATE:
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ADMIN CHECKLIST: (IF EXPLANATION OR FURTHER DETAILS ARE REQUIRED, PLEASE PROVIDE ABOVE)			INITIAL
DME Induction completed and paperwork attached?	Yes	No	
Has TFN Declaration been fully completed and checked?	Yes	No	
Offer of Employment fully completed and initialled/signed off?	Yes	No	
Super Choice completed correctly and attached?	Yes	No	
Verification of legal status to work in Australia received and ok?	Yes	No	
Have proper bank details been provided?	Yes	No	
Copy of Trade Papers and/or Licences/Tickets attached?	Yes	No	
Has candidate attended a medical? If so, have results been received?	Yes	No	
Clothing Issue form completed (where applicable) and attached?	Yes	No	
Fair Work Information Statement given to employee?	Yes	No	