DENRITH PTY LTD
TRADING AS
DIVALL'S EARTHMOVING & BULK HAULAGE
INCORPORATING
GOULBURN SAND & SOIL
ABN 46 060 434 871
www.divalls.com.au

DIVALL'S EARTHMOVING BULK HAULAGE GOULBURN 02 4829 8200

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GOULBURN NSW 2580
TELEPHONE (02) 4829 8200
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EMPLOYMENT APPLICATION

EQUAL OPPORTUNITY:

Denrith Pty Ltd and controlled entities affords equal employment opportunity to all qualified persons without regard to race, colour, religion, sex, age, national origin or veteran status. Women and minorities are encouraged to apply.

DRUG AND ALCOHOL POLICY:

The position for which you are applying requires that, if selected for employment or placed on a roster of eligibility, you must submit to a substance abuse test and receive a negative result before being employed. Each person being tested will receive a copy of the relevant Drug and Alcohol Policy if and when a conditional offer of employment is extended. You may review a copy of the policy during regular office hours at the address listed above or at any project or field office. You may obtain further information by calling the telephone number listed above. Where permitted or required by law employees are also subject to random and for cause drug testing.

NOTICE TO APPLICANT: *Notwithstanding the submission of a resume or any other material, no applicant will be considered for employment by Divall's unless he/she has completed this application in full. The providing of any incomplete, false or misleading information in this application, in any resume or supporting documentation, or in the employment screening or interview process, shall be sufficient grounds to refuse to employ or, having been employed, to immediately discharge.*

1. GENERAL INFORMATION

POSITION APPLIED FOR

☐ Administration	☐ Crusher Operator	☐ Heavy Vehicle Mechanic	☐ Labourer
☐ Light Vehicle Mechanic	☐ Plant Operator	☐ Project Management	☐ Traffic Control
☐ Truck Driver	☐ Other (Specify)	_____	

How did you hear about this position	☐ Divall's Website	☐ Seek / Other Agency	☐ Social Media
	☐ Word Of Mouth	☐ Other (Specify)	_____

NAME:	DATE OF BIRTH:
ADDRESS:	TELEPHONE: MOBILE: EMAIL:

DRIVERS LICENCE NO.: _____
EXPIRY DATE: _____
(NOTE: Applicants may be requested to provide a copy of their driving record)

VEHICLE CLASS

☐ C	☐ LR	☐ MR
☐ HR	☐ HC	☐ MC

☐ Restricted (Condition B – Auto or Syncromesh Only)

HAVE YOU EVER WORKED FOR DIVALL'S, OR A DIVALL'S COMPANY BEFORE: ☐ Yes ☐ No

If **Yes**, **When** did you leave and what was your **reason** for leaving:

2. SKILL INFORMATION

If you are applying to drive or operate equipment, please **tick** below **all** vehicles or equipment with which you have experience and place indicate in the brackets the number of years' experience you have with each vehicle or plant.

☐ Heavy Vehicle – LR (____)
☐ Heavy Vehicle – MR (____)
☐ Heavy Vehicle – HR (____)
☐ Heavy Vehicle – HC (____)
☐ Heavy Vehicle – MC (____)
☐ Backhoe (____)
☐ Bulldozer (____)
☐ Crusher (____)
☐ Dump Truck - Articulated (____)
☐ Excavator (____)
☐ Forklift (____)
☐ Grader (____)
☐ Roller (____)
☐ Scraper (____)
☐ Skid Steer (____)
☐ Water Cart (____)
☐ Wheel Loader (____)
☐ Other (____)
_____

Have you ever worked within the following accredited systems:

NHVAS / TruckSafe ☐ Yes ☐ No ☐Unsure
ISO9001 / ISO14001 / ISO45001 ☐ Yes ☐ No ☐Unsure

Please **tick** below **all skills** that you have, tasks you have regularly performed and tools / equipment you have used. (***Regularly is defined as using daily or weekly)***. *In addition please provide copies of evidence such as licences, cards etc.*

Earthworks
☐ Check Grades
☐ Excavation
☐ Fine gradework
☐ Install silt fence
☐ Landscaping
☐ Laser operation
☐ Mass excavation
☐ Pipe laying - Sewer
☐ Pipe laying - Stormwater
☐ Place backfill
☐ Precast concrete
☐ Utility trenching

Supervision / Layout
☐ GPS Operation
☐ Topcon
☐ Trimble
☐ Other
☐ Read plans and specs
☐ Supervise crew – (____)
☐ Supervise staff – (____)
☐ Survey

Training
☐ Confined Space
☐ First Aid
☐ Track / Rail
☐ White Card
☐ Workcover
☐ Other (Specify)
_____

Administration
☐ Call handling
☐ Cash handling
☐ Customer service
☐ Email
☐ Keyboard / Typing skills
☐ Microsoft Excel
☐ Microsoft Outlook
☐ Microsoft Word
☐ MYOB
☐ Office equipment
☐ Post services
☐ Records management

Do you currently hold a valid operator's licence or are you able to demonstrate competency?	☐ Yes	☐ No

If **yes**, please list the licences held:	Issued by: ☐ Registered Training Organisation (RTO) ☐ WorkCover ☐ Workplace Assessor
Licence Number:	STATE where licence was issued:

Please list any endorsement and/or restrictions to any licences held:

Within the last five (5) years, have you had any licence to operate any motor vehicle suspended or revoked by any authority for any reason:

☐ Yes ☐ No Reason:

Travel to projects as well as routine overtime and Saturday/Sunday work are common. You must be willing to travel when and where assigned and be available to work hours as determined by the Company. The Company provides travel expenses and accommodation (as required) when employees are required to travel specific distances and stay away from home.

Are you willing to travel? ☐ Yes ☐ No	Can you reliably attend the worksite? ☐ Yes ☐ No

Will you be reasonably available for overtime and weekend work as required by the Company? ☐ Yes ☐ No

What is the earliest date you are available to start working _____

3. HEALTH

Please provide any medical history or physical condition that might affect efficient or safe performance of the position that you have applied for example disabilities, injuries, illnesses. (If insufficient space please attached on separate page).

Are you taking prescription medication on a routine basis? ☐ Yes ☐ No

If **Yes**, please list:

Have you ever had a Workers Compensation Claim? ☐ Yes ☐ No

If **Yes**, please provide details including the year of claim and details of the claim:

Do you suffer from a sleep disorder?	☐ Yes	☐ No
Do you agree to undergo a medical test by our Company Doctor?	☐ Yes	☐ No

Note: The medical will include a hearing test, breathing test and a drug and alcohol drug screen. The cost of the drug and alcohol test will be at the applicant's expense and will be reimbursed after 3 months successful employment.

If **No**, please state the reason for not agreeing:

4. WORK HISTORY

Please provide your work history, beginning with your most recent employment. Please attach additional pages as necessary.

Name of previous employer:	
Address of previous employer:	
Number of previous employer:	
Position held:	
Description of work performed:	
Name of supervisor:	
Number of supervisor:	
Date employed from and to:	
Reason for leaving:	

Name of previous employer:	
Address of previous employer:	
Number of previous employer:	
Position held:	
Description of work performed:	
Name of supervisor:	
Number of supervisor:	
Date employed from and to:	
Reason for leaving:	

Name of previous employer:	
Address of previous employer:	
Number of previous employer:	
Position held:	
Description of work performed:	
Name of supervisor:	
Number of supervisor:	
Date employed from and to:	
Reason for leaving:	

5. BACKGROUND

1.	Have you ever pleaded guilty to or been convicted of a criminal offence?	☐ Yes	☐ No
2.	Have you ever been suspended by any previous employer?	☐ Yes	☐ No
3.	Have you ever been discharged from a place of employment?	☐ Yes	☐ No
4.	Have you ever been asked to resign from a place of employment?	☐ Yes	☐ No
5.	Have you ever had any professional license or certification revoked or suspended?	☐ Yes	☐ No
6.	Have you ever had a motor vehicle or registration revoked or suspended?	☐ Yes	☐ No
7.	Do you consent to a police security check?	☐ Yes	☐ No

If you have answered **Yes**, to questions 1 through 6 above, please provide details for each question you have answered yes to. Any explanation shall include a detailed description and the dates of the circumstances requiring you to answer yes.

If you have answered **No** to question 7, please provide a reason for refusal. Failure to comply with Section 5 may result in refusal of employment.

*Note: Answering **Yes** to question 1 through 6 does not preclude the applicant from employment.*

6. OTHER INFORMATION

Please provide any other information you would like the Company to consider in making a decision regarding your employment application such as academic or vocational training, degrees, awards or other relevant experiences:

7. CERTIFICATION, CONSENT, AUTHORISATION AND RELEASE

IMPORTANT: ***PLEASE READ CAREFULLY BEFORE SUBMITTING YOUR APPLICATION***

- I certify that I have read and understand the contents of this application in its entirety. I further certify that the information I have provided in this application and in any attached pages is truthful and accurate and based on my personal knowledge. I understand that any misstatement or concealment of facts will subject me to disqualification before hiring or dismissal after hiring.
- I consent to Denrith Pty Ltd verification of all information provided herein or herewith. Verification may include without limitation, obtaining additional information and documents from the applicant or third parties, criminal, conviction record checks and interviews of references, previous employers and supervisors.
- I hereby release Denrith Pty Ltd from any and all claims or causes of action that I may now or hereafter have, including but not limited to claims based on privacy, confidentiality or defamation, as a result of its verification of any information contained herein or submitted herewith or as a result of its obtaining additional information relating to my prospective employment.
- I authorise Denrith Pty Ltd to obtain and I authorise all current and prior employers or supervisors to release to Denrith Pty Ltd information based on my employment, including but not limited to all attendance and leave records, all disciplinary records, all driving records and all personnel files, regardless of whether such information are otherwise confidential under state or federal law. I further authorise any local, state or federal investigators or law enforcement agency to release to Denrith Pty Ltd all records or investigatory information pertaining to me.
- I further hereby release any current or previous employer or supervisor and any reference named herein from any and all claims or causes of action that I may now or hereafter have, including but not limited to claims based on privacy, confidentiality or defamation, as a result of its/his/her having provided, upon the request of Denrith Pty Ltd truthful, factual information or any records or files as described above.

☐ Check this box to certify that you have read and accept the above statement.

Date:	Signature:	