

**D.M.E.****CRANE HIRE***Office Use*

Payroll No: _____

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:
Home Phone Number:		Mobile Phone Number:	
Date of Birth:		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

Super Fund:	Member Number:
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ACIRT

Member Number:	Long Service Leave Corporation
	Member Number:

Bank Details

Bank Name:	Account Name:
BSB:	Account Number:

Preview Questions:

May we contact your previous / current employer for references?	Yes	No
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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:

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:

Licenses/Tickets/Certifications

First Aid Ticket	Yes	No	Car licence	Yes	No
RISI ticket	Yes	No	Truck licence - Light Rigid (LR)	Yes	No
Green card/white card	Yes	No	Truck licence - Medium Rigid (MR)	Yes	No
Confined space ticket	Yes	No	Truck licence - Heavy Rigid (HR)	Yes	No

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

Skills/Experience (Please Tick)

Fitting	Electrical/instrumentation	Concrete	Plant
Instrumentation	Read Drawing-schematics	Read Drawings	Brake Press
Hydraulics	Read Drawing-layouts	Finish Concrete	Hydraulic Press
Pneumatics	Pneumatics	Heletrowell	Plastic Injection
Welding	Instrumentation	Render	Setting Moulds
Fabrication	High Voltage/Isolation	Steel Fix	Die Setting
Machining	Cable Joining	Form Work	Maintenance
Tool making	DC Controls Cable Pulling	Large Slab	Milling Operator
CNC Operation	Pyro Tenax	Screening	Lathe
Bench Fitting	Welding	Measuring	Machine Operator
Valve Repair	Fault Finding	Set Levels	CNC Machine
Lifting Equipment	Maintenance	Other:	Storeman
Alignments	Testing & Communication	Mechanical	Picker
Equipment Installation	Conduit Installation	Plant	Packer
Maintenance	Cable Tray Installation	Diesel	Wrapper
Read Drawing	Fibre Optics	Automotive	Labourer
Mould Repairs	Other:	Heads	Trades Assistant
Gas Fitting	Carpentry	Gearbox	Stacker
Restricted Electrical	Read Drawings	Muffler	Unpacking
Pipe Fitting Weld	Set Out	Truck/Bus	Production Line
Pipe Fitting Screwed	Gyprock	Marine	Machine Operator
Plumbing	Detail Finish Work	Other:	Process Worker
Read Drawings	Form Work	Building Construction	RF Scanning
Domestic	Steel Fix	Read Drawings	Stock Picker
Commercial	Roof Sheeting	Steel Erection	Cherry Picker
Industrial	Measuring	Form Work Reinforcement	Pallet Wrap
Fire Mains	Other:	Assist Trades People	Other:
Sewage	Welding	Labouring	
Screwed Pipe	Mig	Roof Sheeting	Boilermaker/Sheet Metal
Welding	Tig	Tiling (incl grouting)	Welding Fabrication
Gas Installation	Purge Weld	Demolition	Vessel
Other:	Oxy Weld	Paint Preparation	Structural
Work Cover Licenses	Polishing Welds	Painting	Read Drawings
Scaffolding: B/I/A	Welding Prep	Brick Laying	Preference: Site or Shop
Dogman	Braze Silver sold	Pipe Laying	Shut Downs/Maintenance
Rigging: B/I/A	Positional Welding	Trench work	Work Shop
Crane (Type)	MMAW	Other:	On-Site Construct/Erection
EWP	Sub Arc		
Concrete Placing Boom	Flux Core		
Boiler Op B/I/A	Pipe Welding		
Turbine Operation	Stainless & Non Ferrous		
Team Engine Operation	Aluminium		
Front End Loader			
Bobcat /Skid Steer			
Backhoe			
Excavator			
Dragline			
Boom lift operator			
Forklift operator			
Blue card – Traffic control (stop/slow bat)			
Yellow card – Traffic control Plans			
Other:			

Consent & Declaration

The above information is true and correct. Personal information shall be used for the purpose of finding you employment and may be passed onto third parties. It may also be used to conduct verification of detail and reference checking of information given.

My signature below authorizes D.M.E Constructions Pty Ltd and its representatives to use all information and detail that I have supplied in this application for employment form.

I declare that the information is true and correct and without omission and further recognize that completion of this application does not guarantee employment.

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 \$5,500 fines for the Company that employs these people.

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 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
Have super details been provided?	Yes	No	
Have pay rates been agreed upon? (provide details above, where necessary)	Yes	No	
Has classification been set?	Yes	No	
Has TFN Declaration been fully completed and checked?	Yes	No	
Have bank details been provided and checked?	Yes	No	
Have references been checked?	Yes	No	
Has resume been received and attached?	Yes	No	
Has applicant been entered onto database?	Yes	No	
Has candidate attended a medical? If so, have results been received?	Yes	No	
Has candidate completed D.M.E induction?	Yes	No	