

# NEIL'S Transport



## APPLICATION FOR EMPLOYMENT

It is Neil's Transport's policy to consider all qualified applicants for a position without regard to race, colour, religion, sex, national origin, age, marital status, or non-job related disability. In the event of employment, I, the applicant, understand that false or misleading information given in this form, interviews, medical or other employment processes may result in dismissal.

I have read and understood the above statement: ..... Date:.....  
Signature of applicant

Full Name: \_\_\_\_\_ Date of Application: \_\_\_\_\_

Current Address: \_\_\_\_\_

Postcode: \_\_\_\_\_ State: \_\_\_\_\_

Previous Address (if not at current address more than 12 months): \_\_\_\_\_

Current Phone Contact/s: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Other Forms Of Contact (Fax / E-Mail): \_\_\_\_\_

Next of Kin (person to notify in emergencies): \_\_\_\_\_ Relationship: \_\_\_\_\_

Next of Kin Address: \_\_\_\_\_

Next of Kin Phone Contact/s: \_\_\_\_\_

### Employment History

List past 5 employers in order of last employer (1):

	Employer Name	Location	Phone No (if known)	Period of Employment	Reason for leaving
1					
2					
3					
4					
5					

**Accidents**

List any Vehicle accidents in the last 5 years: (if none, write "None")

Date (approx. )	Nature of Accident (e.g.: single vehicle, head on, rear-ender)	Approx. \$ Damage (your vehicle)	At Fault? (Y / N)	Serious Injuries / fatality (Y / N)

**Experience & Qualifications**

List current licenses or authorisations (e.g.: drivers licence, DG authorisations, forklift / plant tickets, TFMS certification)

Type / classes	Licence/Auth No	State of Issue	Expiry Date	Years Held

Have you had your driver's licence cancelled or suspended?  No  Yes <sup>TM</sup> If Yes provide details:

Have you ever been convicted of a criminal offence?  No  Yes <sup>TM</sup> If Yes provide details:

Provide details of demerit points lost (or pending to be lost) for previous 3 years:

Offence	Points Lost	When (approx.)	Comments

**IMPORTANT** - Provide this company a photocopy of you current drivers licence AND a current licence history printout from the relevant authority.

Other Experience (if applicable):

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**Education**

List highest standard achieved at school (include where and when): \_\_\_\_\_

List any other courses or post school education or training that may help you in your work with this company:

What	When	What	When

**Work Cover**

Are you currently receiving any form of worker's compensation?

No  Yes

If Yes provide details:

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Do you have any claims pending or intend to lodge claims against former employers?  No  Yes

If Yes provide details:

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Do you have any physical, mental or learning disability or condition, which the Company may need to accommodate if employed as a driver? (refer Position description for employment specifications, ask if not provided)  No  Yes Failure to disclose information, or the provision of false or misleading information would disentitle you or your dependents to compensation for any future claim that you/they may make relating to that pre-existing injury or condition.

If Yes provide details:

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Are you prepared to sign a letter of authorisation for this Company to obtain details of you compensation history from the relevant Work Cover authority?  No  Yes

**Health**

The Company reserves the right to require you to undergo both a pre-employment and if successful on-going medical examinations by a company appointed doctor. The purpose of the medical is to protect public safety and as such the NRTC "Medical Examinations of Commercial Vehicle Drivers" standard is used.

Do you agree to undergo medical examinations by the Company appointed doctor?  No  Yes ↓

To aid in this process you are required to complete the "Medical Self Report", attached to this employment form, which will be on-forwarded to the Company doctor to aid in the medical examination process.

**Additional Comments (if any):**

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**TO BE READ AND SIGNED BY APPLICANT**

This certifies that I completed this application and that all entries on it and information in it are true and complete to the best of my knowledge.

I authorise Neil's Transport to make such investigations and inquiries on my personal, employment, medical history and other related matters as may be necessary in arriving at an employment decision. I hereby release employers, health care providers, government authorities and other persons from all liability in responding to inquiries and releasing information in conjunction to my application.

In the event of employment, I understand that false or misleading information given in my application, interview, medical or any other employment process may result in termination of employment. I also understand that I am required to abide by all policy, procedures and rules of the company.

I understand that if I am successful in gaining a position with Neil's Transport that I will be on a probationary period of 90 days from commencement of employment during which time my performance will be monitored.

Name of Applicant \_\_\_\_\_

Name of Witness: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_

Signature of Witness: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**↓ TO BE COMPLETED BY THE COMPANY ↓**

Application meets company criteria?  Yes  No

	Completed (Y / N)	Comments / Records on File	Not Acceptable	Acceptable	Above Average
1 Application Form					
2 Required License/s					
- License Printout					
3 Relevant Experience					
4 Interview					
5 Past Employment					
- References Checked					
6 Accident History					
7 Criminal Convictions					
8					
1 Medical Assessment					
1					
1 Work Cover Claims					
2					
3					
1					
4					

**Employment Detail**

Position: \_\_\_\_\_ Approved By: \_\_\_\_\_ Start Date: \_\_\_\_\_

Offer Letter Sent (date): \_\_\_\_\_ Induction Date: \_\_\_\_\_ Inducted By: \_\_\_\_\_

Probation Review By: \_\_\_\_\_ Date: \_\_\_\_\_ Result: \_\_\_\_\_

**Termination Detail**

Date Terminated: \_\_\_\_\_  Dismissed  Quit  Other \_\_\_\_\_

Why: \_\_\_\_\_