
5-1B Application for Employment

Taylors Contracting Co. Ltd aims to employ the best person available for the job taking into consideration the balance of skills & qualifications, knowledge, attitude and personal characteristics.

In order for us to achieve this all applicants are required to complete the attached standard application form. The information supplied on your form will be held by us for the purpose of assessing your suitability for employment.

In conjunction with our Drug & Alcohol Policy, all new staff will be required to undertake a pre-employment drug and alcohol test as part of their pre-employment medical. You may also be required to complete a Criminal History Check.

Note: Filling in this form does not guarantee that your application will lead to you securing employment with Taylors Contracting Co. Ltd.

DECLARATION

I declare that, to the best of my knowledge, the answers to the questions on this form are correct. I understand that if any false information is given or any material fact suppressed, I may not be accepted, or if I am employed, I may be dismissed.

I acknowledge that the information I have given may be used by Taylors Contracting Co. Ltd in deciding whether to employ me. I also agree that if I am employed by Taylors Contracting Co. Ltd, this information and any other information I provide during my employment may be used by the company for any matter related to my employment.

I further understand that by continuing with my application I agree to all of the above.

Name: _____

Preferred Name: _____

DOB: _____

Address: _____

Phone # (Hm) _____

(Mobile) _____

Email Address: _____

Position applied for: _____

Signed: _____

Date: _____

Resident Status: Are you legally entitled to work permanently in New Zealand? If not, for what length of time are you entitled to work in New Zealand? _____ (please attach evidence e.g. work visa and passport)	<input type="checkbox"/> YES <input type="checkbox"/> NO
Drivers Licence: Do you hold a current drivers licence? If yes, what class(es)/endorsements? _____	<input type="checkbox"/> YES <input type="checkbox"/> NO
Does your licence entitle you to drive a manual vehicle?	<input type="checkbox"/> YES <input type="checkbox"/> NO
Have you ever been disqualified from driving? If yes, why?	<input type="checkbox"/> YES <input type="checkbox"/> NO
Do you have any current demerit points against your licence? If yes, how many?	<input type="checkbox"/> YES <input type="checkbox"/> NO
Do you agree for Taylors Contracting Co Ltd to use your driver licence details to obtain information regarding your licence status? The information will be used to maintain a register of drivers in our company. We are notified of any changes to your licence status.	<input type="checkbox"/> YES <input type="checkbox"/> NO
Criminal Convictions: Have you spent time in prison for any period of time? If yes, please provide details:	<input type="checkbox"/> YES <input type="checkbox"/> NO

Do you agree to Taylors Contracting requesting a Ministry of Justice Criminal Conviction History Check?	<input type="checkbox"/> YES <input type="checkbox"/> NO
Are you facing or awaiting hearing of any charges or are you being dealt with by police or on a police diversion scheme? If yes, please provide details:	<input type="checkbox"/> YES <input type="checkbox"/> NO

Have you ever been convicted of a criminal offence, traffic conviction, instant fine, have a court case pending, or had any other appearances before a court or tribunal? If yes, please provide details:	<input type="checkbox"/> YES <input type="checkbox"/> NO

<p>Medical: Do you suffer from an illness/disability/learning disability or any other condition which would be aggravated or made worse by performing the job you have applied for i.e. medical condition caused by disease or infection, repetitive strain injury, back sprain? If yes, provide brief details</p>	<input type="checkbox"/> YES <input type="checkbox"/> NO
<p>Are you on medication which would affect your performance in the job you have applied for? If yes, provide brief details</p>	<input type="checkbox"/> YES <input type="checkbox"/> NO
<p>Do you agree to undergo a pre-employment medical & drug and alcohol test?</p>	<input type="checkbox"/> YES <input type="checkbox"/> NO
<p>Do you agree to undergo a medical examination if required? (Costs to be met by Taylors Contracting Co Ltd)</p>	<input type="checkbox"/> YES <input type="checkbox"/> NO
<p>Do you have any Allergies? (Please List)</p>	<input type="checkbox"/> YES <input type="checkbox"/> NO

Note:

Employment is offered subject to Taylors Contracting Co Ltd being satisfied that you return a negative drug and alcohol test and you are medically and physically capable of performing the duties of this position.

Qualifications:

Secondary Education:

School: _____ **Location:** _____

Period of attendance: _____

Qualifications Received (if qualification not received, please list classes passed). _____

Tertiary Education:**Institution/Polytechnic:** _____**Location:** _____**Period of attendance:** _____Qualifications Received (if qualification not received, please list classes passed).

_____**Membership of Professional Societies & Institutes:****Name of professional Body:** _____**Date of joining:** _____**Type of Membership:** _____**Industry Training:**

Please provide your NZQA Number: _____

Please list any training or unit standards you have completed that is relevant to this job application i.e. first aid, general requirements:

Machine Experience

Machine(s) Operated	General Machine Exp	Primary Exp	Approx Hrs	Key Exp (including Size/Model/Type of Work):
Roller / Compactor	<input type="checkbox"/>	<input type="checkbox"/>		
Dump Truck	<input type="checkbox"/>	<input type="checkbox"/>		
Road Truck	<input type="checkbox"/>	<input type="checkbox"/>		
Grader	<input type="checkbox"/>	<input type="checkbox"/>		
Scraper	<input type="checkbox"/>	<input type="checkbox"/>		
Bulldozer	<input type="checkbox"/>	<input type="checkbox"/>		
Excavator	<input type="checkbox"/>	<input type="checkbox"/>		
Other: Please Specify	<input type="checkbox"/>	<input type="checkbox"/>		

Employment History:

Previous work experience – starting with current job and working back (last three if possible):

APPROX DATES:	COMPANY/POSITION HELD:	REASON FOR LEAVING: CURRENT SALARY:
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Referees:

(at least two of your most recent work-related referees):

NAME:	COMPANY/POSITION HELD:	CONTACT NUMBER:
NAME:	COMPANY/POSITION HELD:	CONTACT NUMBER:

Are you comfortable with Taylors Contracting contacting the above referees? YES NO

What are your salary expectations? _____

When would you be available to commence employment? _____

Any further comments related to your application? _____
