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Notice to applicant

Please complete the attached form so that we can process your application for employment with MBD Contracting Ltd.

| A) Personal Details | | |
|------------------------------|---|----------|
| Surname: | First Name(s): | |
| | | |
| Date of Birth: | | |
| Home Phone: | Work Phone: | |
| Mobile: | | |
| Email: | | |
| B) Particulars | | |
| Position applied for: | | |
| Availability | | |
| Date available to start work | : / / | |
| Work Hours | | |
| Circle appropriate and inser | t hours of work | |
| Full time | Part time | Shifts |
| Temporary | Casual | Weekends |
| C) Legal | | |
| Are you a NZ citizen or hold | a current permit to work in NZ? | Yes / No |
| | esition of trust, we need to know if you high generations of traffic offences (e.g. drink driving o | |
| If yes, please explain | | |
| | | |
| | | |
| Do you have any demerit n | oints owing on your licence? Yes / N | lo. |
| | e to expire: | |
| Number of points owing: | | |



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D) Training and Licences

| Courses: | | | | | | | | | | |
|------------------------------------|--------------|---------|-----------|---------|---------|---|------|----|---|---|
| | | | | | | | | | | |
| Circle the appropriate FULL | Licences: | 1 | 2 | 3 | 4 | 5 | | | | |
| Circle the appropriate Endo | rsements: | R | т | w | F | D | P | | | |
| Other abilities or capabilitie | s (INCLUDE | LEAR | NERS L | CENCES | S HERE) | | | | | |
| Do you hold any of the follo | wing: (place | so cir | clo thos | o hold) | | | | | | |
| Do you hold any of the follo | wing: (piea | ise cir | cie trios | e neid) | | | | | | |
| ConstructSafe | Traff | fic Cor | ntroller | (TC) | | | STMS | | | |
| 1st Aid Certificate | Pilo | t Licer | nce | | | | BESS | | | |
| E) Employment History | | | | | | | | | | |
| Last or present employer: | | | | | | | | | | |
| Address: | | | | | | | | | | |
| Phone Number: | | | | | | | | | | |
| Position Held: | | | | | From: | / | / | to | / | / |
| Manager/Supervisor's name | | | | _ | | | | | | |
| Key duties and responsibilit | ies: | | | | | | | | | |
| | | | | | | | | | | |
| Reason for leaving: | | | | | | | | | | |
| | | | | | | | | | | |



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| F) He | alth Questionaire | | |
|--------------|---|---------------------------|---|
| 1. If ves | Do you suffer from any illness or disability? | ? | (please circle one) Yes / No |
| | , рісазе ехріані | | |
| 2. If yes | Do you take any medication? , please explain | | Yes / No |
| 3. | Do you suffer from any allergies (including , please explain | insect stings and bites)? | Yes / No |
| 4. | Are you being treated by any doctor for an carry out the work for the position applied , please explain | | possibly affect your ability to Yes / No |
| 5. | Have you had any accidents or injuries or h | nad trouble with your: | |
| • | Back or neck | Yes / No | |
| • | Shoulders, arms or hands | Yes / No | |
| • If yes | Hips or leg joints , please explain | Yes / No | |
| 6. If yes | Have you received any health monitoring o | during the last 5 years? | Yes / No |
| 7. | Have you had any of the following: Loss of hearing | Yes / No | |
| • | Deterioration in sight | Yes / No | |
| • If yes | Occupational Overuse Syndrome (RSI) , please explain | Yes / No | |



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| 8. | Have you suffered any industrial diseases (chemical exposure, Asbestos etc)? | Yes / No |
|--------------|--|------------------------|
| If yes | s, please explain | |
| 9. If yes | Have you made any ACC claim for injury or industrial disease? | Yes / No |
| 10. | Do you consent to have a pre-employment Medical Examination and Health Assessmendrug testing? | nt including Yes/No |
| 11. | Do you consent to have regular health monitoring? | Yes/No |
| 12. consi | Do you consent to drug and/or alcohol testing following any incident and/or when manders, with justifiable reasons that you may be under the influence of drugs and/or alcohol | _ |
| for th | re there any reasons why you are unable to wear the safety equipment/protective clothing ne job you have applied for? s, please explain | g required Yes / No |
| | | |

Note

All health related information is strictly confidential to Company management. You have the right to request access to and correction of personal information in accordance with the Privacy Act 1993.



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Declaration

I declare that:

- (i) I certify that the above particulars are correct. I acknowledge that this information is essential for the company to make an assessment of my ability to undertake this job. I accept that if there has been any misrepresentation in the information provided, my employment could be terminated or a job offer could be withdrawn.
- (ii) I give the company my consent under the Privacy Act 1993, to check with my former employer(s) any information relevant to my application.
- (iii) I have not deliberately failed to disclose any matter which may materially influence any decision to employ me, which included but is not limited to any termination of my employment at the initiative of any previous employer, and the reasons for any such termination.

| Applicant's signature | Date | |
|-----------------------|------|--|
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Please return the completed form together with a <u>copy</u> of your current CV (if applicable) and any further supporting evidence to:

MBD Contracting, PO Box 114, Greymouth or drop it into the office at 50 Arney Street.