

1. INFORMATION FOR APPLICANTS

Kangaroo Bus Lines' culture of **PEOPLE – PRIDE – PASSION** shapes our commitment to deliver exceptional customer service across all facets of our business. Over the last four decades, our mission has been to drive sustainable growth through the power of our people and brand. We have historically been a leader in industry, innovation and sustainability.

Kangaroo Bus Lines is an equal opportunity employer dedicated to providing a secure and supportive working environment. We aim to deliver an open and innovative atmosphere that values new approaches, processes and ideas. Each application will be considered on its merits.

JOB DETAILS

- All new drivers are initially employed as casual employees in the School Bus network
- The hours per day will depend on the school shift allocation during the school year
- After a qualifying period and if suitable, drivers will learn other areas such as our Urban Route services
- Work may include weekends
- Probationary periods apply to all new staff.

ELIGIBILITY

- You must be a citizen or permanent resident of Australia
- You must hold a current "open" Queensland driver's licence with a minimum class of MR (the higher HR, HC and MC classes are also acceptable)
- You must have a good driving history. KBL reserves the right to reject applications based on a poor driving history
- You must not be a prohibited person as defined by the *Child Protection (Prohibited Employment) Act 1998*
- The *Transport Operations (Passenger Transport) Act 1994* requires all drivers of public passenger services in Queensland to hold a Driver Authorisation (DA)
- If you do not already possess a DA you must be able to obtain one.

RECRUITMENT PROCESS

Recruitment and selection is a four-part process (applicants should note however that passing of each stage does not automatically mean you will be successful):

1. Review of completed application
2. Driving assessment
3. Personal interview
4. Work fitness suitability program.

ALCOHOL & DRUGS

Under Queensland legislation, bus drivers must register a zero drug and blood alcohol level whilst driving (whether a bus or other company vehicle). KBL requires compliance at all times, and conducts random drug and alcohol testing within the workplace.

All information provided in this application will remain strictly confidential
Applications can be completed either electronically or by written submission

2. APPLICANT DETAILS (please type or print)

Surname		
Given name/s		
Residential address		
Postal address (if different from residential)		
Email		
Phone (home)	Phone (mobile)	

3. LICENCE DETAILS

Driver's Licence Number	Class	
State of issue	Period of time held (years)	Expiry date
Passenger Transport Driver Authorisation card number	Period of time held (years)	Expiry date
Do you have any conditions on your license?	<input type="checkbox"/> No <input type="checkbox"/> Yes (please provide details):	
Have you ever been convicted of an offence relating to breach of road law?	<input type="checkbox"/> No <input type="checkbox"/> Yes (please provide details):	
Has your licence ever been suspended or revoked?	<input type="checkbox"/> No <input type="checkbox"/> Yes (please provide details):	
During the past 5 years, have you been involved in any motor vehicle accidents?	<input type="checkbox"/> No <input type="checkbox"/> Yes (please provide details):	
Have you ever been refused motor vehicle insurance or had a policy cancelled?	<input type="checkbox"/> No <input type="checkbox"/> Yes (please provide details):	

4. DRIVER'S AUTHORISATION MEDICAL

4.1 Drivers of passenger vehicles are required to hold a current [Driver's Authorisation from the Qld Department of Transport and Main Roads](#). In order to be eligible for a Driver's Authorisation, a person must successfully pass a [Private & Commercial Vehicle Driver's Health Assessment](#) (Transport Operations (Passenger Transport) Act 1994).

Successful applicants who have **not** undergone a Private & Commercial Vehicle Driver's Health Assessment within the last 3 months will be required to complete a pre-employment medical at their own expense, with Kangaroo Bus Lines' nominated provider. This expense will be reimbursed upon successful completion of the 6-month probationary period. These applicants are also required to provide a copy of their most recent Private & Commercial Vehicle Driver's Health Assessment.

Successful applicants who **have** undergone a Private & Commercial Vehicle Driver's Health Assessment within the last 3 months will be required to provide a copy of this before commencement of employment. This will be accepted in lieu of a pre-employment medical.

Kangaroo Bus Lines reserves the right to require drivers to undergo a Private & Commercial Vehicle Driver's Health Assessment at any time during the period of their employment, upon reasonable grounds.

Have you successfully completed a Private and Commercial Vehicle Driver's Health Assessment in the last 3 months? No Yes (please provide a copy)

4.2 The Transport Operations (Passenger Transport) Regulation 2018 requires drivers to notify **Qld Department of Transport and Main Roads** about medical conditions that may affect their Driver's Authorisation.

This notification must be made for drivers that:

- (a) have been off work for more than **one month** with any medical condition; or
 (b) for other types of medical condition, **regardless of the period of time** off work. These include (but are not necessarily limited to):

- | | | |
|---|--|--|
| • High blood pressure | • Serious head or spinal injury | • Kidney disease |
| • Heart disease, | • Seizures, fits, convulsions, | • Diabetes |
| • Any condition requiring heart surgery | • epilepsy | • Stroke |
| • Chest pain, angina, palpitations, irregular heartbeat | • Blackouts, fainting | • Hearing loss or deafness |
| • Abnormal shortness of breath | • Dizziness, vertigo, balance problems | • Serious back, neck or limb disorders |
| | • Eye conditions, difficulty seeing | • Psychiatric illness or nervous disorder |
| | | • Speed disorder, sleep apnoea or narcolepsy |

Have you had any such condition since you last worked as a bus driver?

No Yes (please provide details – a medical clearance will also be required):

5. HEALTH DECLARATION

Kangaroo Bus Lines has duty of care under the Work Health and Safety Act 2011 to ensure that persons are not exposed to the risk of injury or illness in the workplace. In order to perform the inherent requirements of the job, applicants are required to have a reasonable standard of health and physical capacity.

5.1 If requested, a prospective worker must disclose to a prospective employer any pre-existing injury or medical condition (*Qld Workers' Compensation and Rehabilitation Act 2003* (section 571B)). An applicant who knowingly makes a false or misleading statement is not entitled to compensation or to seek damages for any event that aggravates the pre-existing injury or medical condition (s571C). Any information received from you can only be used for considering the suitability of your application. 'General Protection' legislation in the *Fair Work Act* and anti-discrimination laws also prevent this information from being used or anything except to assess your suitability against the inherent requirements of the position. This information will not be disclosed to any other party by Kangaroo Bus Lines, except where required by law.

Do you have any health issues (such as physical, psychological or other medical conditions) **that may affect your ability to safely perform the requirements of this job, or that may be worsened or re-introduced by performing the requirements of this job?**

No Yes (please provide details):

5.2 The majority of vehicle seating in the KBL fleet has a maximum driver weight loading design of **130kg**. Use of driver seats by persons in excess of the maximum driver weight loading design could potentially expose all employees who utilise the driver seats to safety risks. A condition of employment for all employees engaged as drivers will be to maintain their weight below 130kg.

Do you presently weigh over 130kg?

No Yes

6. WORKING WITH CHILDREN

Drivers allocated to school services may be required to work with children of all ages. You must not be a prohibited person as defined by the Child Protection (Prohibited Employment) Act 1998 (CPPE Act).

6.1 Are you a prohibited person as defined by the CPPE Act? No Yes

6.2 Have you ever been charged with or convicted of an offence relating to dealings with children? No Yes (please provide details):

7. EMPLOYMENT HISTORY

Please provide details of your most recent employment

1. Employer			
Position held	From:	To:	
Reason for leaving			

2. Employer			
Position held	From:	To:	
Reason for leaving			

8. REFEREES

We will not contact these referees without your permission

1. Name	Phone	
Company/Position		

2. Name	Phone	
Company/Position		

9. QUALIFICATIONS

Do you have any certificates, qualifications or special training that would be relevant to the position being applied for? (Originals/certified copies required for successful applicants)	<input type="checkbox"/> No	<input type="checkbox"/> Yes (please provide details):
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10. DOCUMENTS

Please supply the following documents with this application (please note that applications must be COMPLETE to be considered)

- Resume/CV and recent work references
- Queensland Transport driving history
- Copies of Driver's Licence and Driver's Authorisation
- Copy of last Private & Commercial Vehicle Driver's Health Assessment

11. DECLARATION BY APPLICANT

I hereby declare:

- that the answers I have supplied in this application are, to the best of my knowledge, true and correct
- I understand that I must register a zero drug and alcohol level at all times during working hours or at any time whilst in charge of company vehicles and/or machinery
- I agree that Kangaroo Bus Lines may conduct reasonable investigations to determine the accuracy and completeness of the information contained in this application, and I release Kangaroo Bus Lines and any person named within this application from any liability or damage on account of such information being furnished
- I agree and understand that this application for employment in no way obligates Kangaroo Bus Lines to offer me employment
- if an offer of employment is made, I agree to observe and be bound by any terms and conditions of that employment, as expressed and stipulated in Kangaroo Bus Lines' company policies and rules
- I am aware that the position being applied for is not a statement of duty and that if an offer of employment is made, I may be called upon to carry out other duties as directed from time to time by Kangaroo Bus Lines.

Applicant name		
Applicant signature	Date	
Witness name		
Witness signature	Date	

12. OFFICE USE ONLY		
Name of Applicant		Date Application Received
Following documents attached: <ul style="list-style-type: none"> <input type="checkbox"/> Application completed in full <input type="checkbox"/> Resume/CV attached <input type="checkbox"/> Work references attached <input type="checkbox"/> Queensland Transport driving history attached <input type="checkbox"/> Copies of Driver's Licence and Driver's Authorisation attached <input type="checkbox"/> Copy of last Private & Commercial Vehicle Driver's Health Assessment 		
Notes		
Proceed to interview?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Interview Notes		
Approved By		
Signature		Date