



**Open Recruitment Competition**  
**to Establish a Panel for future sanctioned Permanent and**  
**Fixed-Term Positions as**  
**General Operative Band 2 (Rural)/**  
**360 Degree Excavator and Slope Tractor Driver**  
**in the**  
**Southwest Region Arterial Drainage Maintenance and**  
**Construction Services Division**

**Competition Reference: 2019016**  
**Closing Date: 5:30pm on Friday, 26<sup>th</sup> April 2019**

**Application Form**

Please complete this application form, accurately and comprehensively, providing as much information as possible on your relevant skills, competencies and experience.

This form must be printed out, completed in hand-writing, signed, dated and returned by the closing date to the postal address given at the end of the form.

Forename: _____	Home Address: _____
Surname: _____	_____
Home Phone: _____	Eircode: _____
Mobile Phone: _____	email Address: _____

**1. Essential Eligibility Requirements (tick as appropriate and submit copies with your Application Form).**

Current full, clean driving licence for B & W categories of vehicles and own transport	<input type="checkbox"/>	Expiry date	<table border="1" style="width: 100%; height: 20px; border-collapse: collapse;"> <tr> <td style="width: 12.5%;">D</td><td style="width: 12.5%;">D</td><td style="width: 12.5%;">M</td><td style="width: 12.5%;">M</td><td style="width: 12.5%;">Y</td><td style="width: 12.5%;">Y</td><td style="width: 12.5%;">Y</td><td style="width: 12.5%;">Y</td> </tr> </table>	D	D	M	M	Y	Y	Y	Y
D	D	M	M	Y	Y	Y	Y				
Current Safe Pass Card**	<input type="checkbox"/>	Expiry date	<table border="1" style="width: 100%; height: 20px; border-collapse: collapse;"> <tr> <td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td> </tr> </table>								
CSCS card for 360 <sup>o</sup> Excavator Driver (for category greater than 5 tonne) and have work experience in operating same.	<input type="checkbox"/>	Expiry date	<table border="1" style="width: 100%; height: 20px; border-collapse: collapse;"> <tr> <td style="width: 12.5%;"></td><td style="width: 12.5%;">D</td><td style="width: 12.5%;">M</td><td style="width: 12.5%;">M</td><td style="width: 12.5%;">Y</td><td style="width: 12.5%;">D</td><td style="width: 12.5%;">Y</td><td style="width: 12.5%;">Y</td> </tr> </table>		D	M	M	Y	D	Y	Y
	D	M	M	Y	D	Y	Y				

**When submitting this completed application form it is necessary for you to provide:**

1. A copy of **both sides** of your driving licence.
2. A copy of your current safe pass card.
3. A copy of your CSCS card for 360<sup>o</sup> Excavator Driver (for category greater than 5 tonne)

**Note\*\*** Where a current safe pass card is not available, proof of successful completion of the Safe Pass Course prior to the closing date will be accepted.

**Failure to provide documentation will lead to disqualification from the competition.**



<b>Employer 2:</b>	_____	
<b>Address:</b>	_____	
<b>Job Title:</b>	<b>From:</b>	<b>To:</b>
<b>Details of duties, responsibilities, etc.</b>		

<b>Employer 3:</b>	_____	
<b>Address:</b>	_____	
<b>Job Title:</b>	<b>From:</b>	<b>To:</b>
<b>Details of duties, responsibilities, etc.</b>		



**5. Please detail any experience you have in undertaking fishery enhancement or environmental enhancement projects.**

---

**6. Please detail your experience with regard to maintaining records in the form of Health & Safety, machine maintenance records, CSCS log book, ISO records.**

---

**7. Please detail your experience with regard to utilising other forms of plant and site machinery and new techniques of working.**

Empty space for detailing experience with plant and site machinery.

**8 References - Please provide details of two referees who should not be related to you. Ideally referees should be previous or present employers. The Office of Public Works will only contact referees upon consideration of an offer of an appointment.**

Name		Name	
Address		Address	
Occupation		Occupation	
Tel No		Tel No	

**9. Applicant Declaration and Signature.**

I hereby declare that the information furnished in this application is accurate. I give my permission for enquiries to be made, as appropriate, to establish such matters as qualifications, experience and character and for the release by other people or organisations of such information as may be necessary to the OPW for that purpose.

Signature:

Date:

					2	0		
--	--	--	--	--	---	---	--	--

## 10. Notes for Candidates

Before you return this application form to HRM Division (Operational), please ensure that you have completed all sections and signed the form.

- Have you attached
  - 1) A copy of **both sides** of your driving licence?
  - 2) A copy of your current safe pass card?
  - 3) A copy of your CSCS card?
- Include a copy of employment permit (if applicable)
- Have you signed and dated the form?
- Misstatements render an applicant liable to disqualification.
- In the event of appointment, the copy of your driving licence would be used for identification purposes and the copy of your CSCS card would be retained on OPW training/qualification records. Otherwise, the personal data supplied by you on this application form will be used only for the purpose of this competition. Information held is subject to the rights and obligations set out in the Data Protection Acts and Regulations.
- **Please return your completed and signed application to:**

**Recruitment  
HRM Division (Operational)  
OPW Head Office  
Jonathan Swift Street  
Trim  
Co Meath  
C15 NX36**

**to be received in HR Management (Operational) not later than 5:30pm on Friday, 26<sup>th</sup> April 2019.**

- **Applications for this position will NOT be accepted via Email**

**The Office of Public Works will not be liable for any costs incurred in applying for the position and/or attending an interview**

**The Office of Public Works is committed to a policy of equal opportunity**

**Please note that canvassing will disqualify**