

## Pre-employment Questions

FORM-HRM-010

Your Name \_\_\_\_\_

Date \_\_\_\_\_

Contact Phone No. \_\_\_\_\_

Email \_\_\_\_\_

### Please answer all 40 questions

Copy and Paste the questions into a Word document and type your answers (please, no handwritten responses)

1. How did you hear about Natural Area?
2. Do you know anyone that is currently employed or has previously worked for Natural Area?
3. Why would you like to join the Natural Area team?
4. Have you previously applied for a position with Natural Area?
5. Are you currently employed?  
If yes:
  - a) What length of notice do you intend to give to your current employer?
  - b) Why are you seeking a new position?
  - c) If successful, when would you be able to start?If no:
  - a) What was your reason for finishing your last permanent employment?
6. List the RELEVANT formal qualifications you have for this position. Your academic transcript outlines the units you completed units and the grades that you have obtained for your qualifications. Please scan and email a copy of your academic transcript for your relevant qualifications with your application. Original documents will need to be produced at interview.
7. Please list (in point form) the RELEVANT work experience that you have undertaken. Work that is relevant to weed control, planting, nursery work, erosion control, restoration works and other services that we undertake (refer to the website if you are unsure).
8. Have you ensured that your application contains a headshot photo (taken within the last 12 months)?
9. Are you an Australian Citizen or Resident, living in Perth/Bunbury region now? ***This is a condition of employment, please do not apply if you do not meet this criterion.***
10. Are you of Aboriginal and/or Torre Strait Islander origin?
11. Are you available to work Monday to Friday each week 7:00 am - 3.30 pm ***This is a condition of employment, please do not apply if you do not meet this criterion.***
12. Are you able to answer questions about the work our company does, based upon the information on our website and social media platforms? Refer to useful links provided at the end of this document.
13. Have you read and understood the relevant position descriptions for our graduate field and nursery roles? Refer to useful links provided below.

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14. What small motor equipment experience do you have?
  - a) What is 2-stroke fuel, what equipment is it used for and why is it important to have it correct?
  - b) Briefly describe how you would remove a tree branch with a chainsaw?
15. Can you confidently reverse a loaded trailer into a specific location? This is required for the graduate field and nursery roles, **please do not apply if you do not cannot perform this.**
16. Are you an active, healthy and fit person with no pre-existing injuries?
17. Do you have any relevant medical conditions that need to be disclosed? Failure to disclose any medical conditions relevant to employment can result in immediate termination.
18. Are you willing to complete an unpaid pre-employment physical work trial/assessment?
19. Have you had an injury that has been processed through worker's compensation?
20. Do you have any chemical or latex sensitivity, or skin irritations, inflammations or conditions?
21. Do you have a manual Australian Motor Vehicle Driver's license (C class) that is not going to be revoked? **This is a condition of employment, please do not apply if you do not meet this criterion.**
22. Do you agree to provide a statement of demerit points at interview? This can be printed off through the Transport WA website. Refer to useful links below.
23. Do you have daily, reliable transport to Whiteman and Beeliar each day and have you considered the amount of travel time that would be required if you were successful? **This is a condition of employment, please do not apply if you do not meet this criterion.**
24. Do you want to do nursery work particularly, if so, why?
25. Do you want to do field work particularly, if so, why?
26. What is your 5-year career plan?
27. How good are your plant identification skills? Are you able to ID the following plants and do you know which ones are weeds? **Please do not apply if you are not able to easily ID these plants in the bush.** You may be asked to ID these in your interview:
  - a. *Austrostipa flavescens* and *Ehrharta calycina* (and how they differ)
  - b. *Fumaria capreolata*
  - c. *Lachenalia* sp.
  - d. *Oxalis* sp
  - e. *Typha domingensis* and *Typha orientalis* (and how they differ)
  - f. *Lactuca serriola*
  - g. *Arctotheca calendula*
  - h. *Solanum nigrum*
28. Would you describe yourself more as a leader or team-player? Choose one only, an individual can display both attributes, but which describes you more?
29. Can you please name 2 people and your working relationship to them where you have fundamentally improved their careers/impact at work?  
[https://www.ted.com/talks/adam\\_grant\\_are\\_you\\_a\\_giver\\_or\\_a\\_taker?fbclid=IwAR1LlrKMzRYgfmtk2TkzK\\_Lw11zEqdPMOFmJ\\_DsNOA7yyKFQpZn-vApTq8#t-708681](https://www.ted.com/talks/adam_grant_are_you_a_giver_or_a_taker?fbclid=IwAR1LlrKMzRYgfmtk2TkzK_Lw11zEqdPMOFmJ_DsNOA7yyKFQpZn-vApTq8#t-708681)

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30. Why do you think we should consider your application over other applicants? What is the one thing that sets you apart from the other 100 people applying for this role? Hint: it is not your qualifications, your passion for the environment or previous environmental work.
31. Natural Area is a smoke free, drug free and alcohol-free workplace, with a zero tolerance policy. Do you agree to abide by these policies and submit to random testing?  
Do you understand that if you breach our company policies it will result in instant dismissal (cessation of employment immediately)?
32. Do you agree to use common sense safety practices, in addition to Natural Area policies and procedures, whilst being part of the Team?
33. Police Clearance certification is a mandatory requirement of employment. Do you have a recent (last 6 months) Police Clearance certificate? If not, do you agree to provide one, at your own cost within 2 weeks of a formal employment offer being made to you?
34. Current First Aid certification is a mandatory requirement of employment. Do you have a current, valid First Aid certificate? If not, do you agree to undertake a first aid course, at your own cost within 2 weeks of a formal employment offer being made to you?
35. Construction Safety Awareness Training (also called: Blue Card or White Card) is a mandatory requirement of employment. Do you have a recent (last 6 months) Construction Safety Awareness Training card? If not, do you agree to undergo the training, at your own cost within 2 weeks of a formal employment offer being made to you?
36. A Pest Management Technician Licence is a mandatory requirement of employment (for field roles). Do you have a current Pest Management Technician Licence? If not, do you agree to undergo the training, at your own cost and provide one within 6 weeks of commencing employment? Please take the time to investigate this ahead of interview, as you may be asked about it during the interview process.
37. Chainsaw Operation Training is a mandatory requirement of employment (for field roles). Have you undertaken Chainsaw Operation Training? If not, do you agree to undergo the training, at your own cost and provide a statement of attainment within 6 weeks of commencing employment? Please take the time to investigate this ahead of your interview, as you may be asked about it during the interview process.
38. What is your understanding of professional presentation and interactions for field and nursery employees?
39. Are you a reliable employee?
40. What are your salary expectations for the position?



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### Useful Links

Website: <http://naturalarea.com.au/>

Facebook: <https://www.facebook.com/natural.area.wa>

LinkedIn: <https://www.linkedin.com/company/7608547>

Instagram: <https://www.instagram.com/naturalarea>

Twitter: <https://twitter.com/NaturalArea>

### Position Descriptions:

<http://naturalarea.com.au/wp-content/uploads/2018/05/2018-01-15-NAH-PD-HRM-005-Field-Crew.pdf>

<http://naturalarea.com.au/wp-content/uploads/2018/05/2018-02-02-NAH-PD-HRM-008-Horticulturist.pdf>

### Department of Transport:

[https://online.transport.wa.gov.au/webExternal/demerits/?jsessionid=elbRaTaju6vI3EnI3SFkVX\\_GsBr-u4K1IrgyBRZwqOsWpsFbjdt!170772311!-1137655670?0](https://online.transport.wa.gov.au/webExternal/demerits/?jsessionid=elbRaTaju6vI3EnI3SFkVX_GsBr-u4K1IrgyBRZwqOsWpsFbjdt!170772311!-1137655670?0)