

AUSTRALIAN EMPLOYMENT COVENANT

Transport, Postal and Warehousing Industries

General Overview

This industry covers the transportation of freight by road, rail or air. It also includes transportation activities such as postal services, pipeline transport and scenic and sightseeing transport. Therefore there are various and exciting jobs available to you! This industry is best suited to those who are flexible with minimum outside commitments as you may be required to travel often. This is not to say however that there are no jobs that would suit those who can only work Monday to Friday, simply that there are many that do require you to travel.

So what sort of person do you need to be to work in this industry? Working in this industry presents a very broad range of employment options. Shift work is common, as is the need to travel and work in remote locations. To work in this industry you need to:

- ✓ Be punctual and reliable - it is essential that you have excellent time management skills
- ✓ Be comfortable working with team members and working individually
- ✓ Be capable of meeting any physical demands which may be required
- ✓ Be capable of working with customers (where applicable)
- ✓ Have the ability to be away from home for long periods of time
- ✓ Be courteous and helpful when dealing with the public
- ✓ Have the ability to concentrate for long periods of time

The Jobs

Positions that are available within the transport, postal and warehousing industry include:

Train Driver – Train drivers operate trains to convey passengers or goods. They operate the train's controls, observing signals and speed limits and stop at stations to pick up and set down passengers and freight. Train drivers may also inspect trains, reporting defects and carrying out adjustments, shunt rolling stock in marshalling yards and sidings along the line and refuelling diesel trains, checking oil, water and sand and topping up as necessary.

Truck Driver- Truck drivers use heavy vehicles to transport goods and materials from one location to another. Duties may include checking brakes, oil, tyres and electrical systems, driving defensively and handling hazardous road conditions and loading goods onto the truck either by hand, or by using a forklift. You can become a truck driver without formal qualifications and you will probably get some informal training on the job. You will however need to obtain one or more heavy vehicle licences before working as a truck driver.

Post Officer – Postal officers are employed by Australia Post to sort and deliver mail and parcels and to undertake clerical and retail sales functions. The main work classifications for Australia Post employees are sorting and dispatching, delivery and service. There are areas which you can specialise in such postal delivery officer at delivery centres, sorting and preparing mail for delivery, delivering mail and redirecting mail and maintaining records.

Industry Requirements

- ✓ Have good interpersonal skills
- ✓ Have the ability to do irregular hours and shift work
- ✓ Be alert and safety conscious
- ✓ Enjoy practical work
- ✓ Be capable of meeting the physical demands which may be presented
- ✓ Have the ability to be flexible

Participant Details

Name:

Address:

Contact Number 1:

Contact Number 2:

Job Seeker ID:

Job Network Provider:

Case Manager Name:

Phone Number:

Mobile Number:

Email:

Training Details

Dates:

Training Provider:

Training Location:

Trainer Name:

Uniform Requirements:

Meals Required:

Other Requirements:

Minimum Requirements Checklist

- Do you have great time management skills?
- Are you available to work shifts and travel for your work commitments?
- A Drivers License plus other licenses (i.e. heavy vehicle) will be required for many of these positions.
- Are you able to concentrate for long periods of time?
- Are you alert and do you take your safety and the safety of others seriously?

Signatures

Participant Name:

Participant Signature:

Case Manager Name:

Case Manager Signature: