

# Request to Recruit v2.0

Description

```
p.small {  
  line-height:1.0;  
}
```

Request to Recruit

This form is used to Request to Recruit for a new position.  
Should you require assistance with this form please contact the People & Culture team.

Cairns Hardware People & Culture: [hr@cairnshardware.com.au](mailto:hr@cairnshardware.com.au)  
Dahlsens People & Culture: [people.culture@dahlsens.com.au](mailto:people.culture@dahlsens.com.au)

## 1. Operational Details

|                        |  |
|------------------------|--|
| Reason for Recruitment | Replacement  |
| Comments/Notes         | To replace AJ in roof shed   |
| Department             | Cairns Roofing Centre (Production)                                 |
| Position               | Labourer   |
| Award/Agreement        | Manufacturing and Associated Industries and Occupations Award 2020 |
| Preferred Start Date   | 2026-Jan-12  |
| Tenure                 | Casual   |
| Casual Hours Per Week  | 38   |
| Wages or Salary        | Wages  |
| Expected Hourly Rate   | 26.00  |

## 2. Qualifications & Skills

|                                 |  |
|---------------------------------|--|
| Vehicle Licence                 | Heavy Rigid  |
| High Risk Licence               | Licence to operate a forklift truck (LF);Licence to perform dogging (DG)   |
| Other Licences & Qualifications | Not Applicable   |
| Other Requirements              | HR and Dogging license not essential but would be looked upon as an asset. |

## 3. Advertising

|                  |   |
|------------------|---|
| Advertise Method | Seek;Recruitment Company;Company Website;Facebook |
| Email Signature  | NTH - Roofing Centre                              |

## 4. Approver

|                     |                   |
|---------------------|-------------------|
| Approver Type       | Reporting Manager |
| Select your manager | Guido Behrndt     |



Please select your Region Northern (NTH)

Northern People & Culture Approver Vicki McGown

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