



ACT
Government



Transport
Canberra

Bus Driver Eligibility Requirements 2019

Transport Canberra and City Services Directorate

Transport Canberra



Eligibility and Suitability Assessment Explanatory Statement

Question	Why are Transport Canberra (TC) seeking this information?
1. Are you an Australian citizen or a permanent resident of Australia?	ACT law does not permit a person to be appointed with the ACT Public Service unless they are an Australian Citizen or hold permanent residency status.
2. Have you held your Australian full driver's licence for <u>five</u> years?	TC's requirement to have held an Australian licence for 5 years is to demonstrate applicants have a comprehensive knowledge of Australian road rules and conditions.
3. Have you received a redundancy from the ACT Government in the last two years?	ACTION's Enterprise Agreement does not permit the reengagement of a person that received a voluntary redundancy within two years of the date of separation.
4. Do you weigh <u>less</u> than 60kg or <u>more</u> than 130kg?	TC's bus fleet are fitted with driver's seats that have a manufacturer's stated safe working load. Applicants that weigh outside of the prescribed weight range may cause incorrect seat operation, premature seat failure and risk personal injury to themselves.
5. Have you been convicted of a criminal offence within Australia or another country in the last 5 years (including drink driving offences)?	<p>TC has developed a set of eligibility and suitability assessment criteria for new drivers as outlined. If you have been convicted of a criminal offence, have accrued a certain number of demerit points on your licence or have demonstrated a poor driving history you may not be eligible to apply.</p> <p>In addition to the above, ACT law only allows a person to be appointed to the ACT Public Service only if they are considered to be a fit and proper person and due regard is given to:</p> <ul style="list-style-type: none"> (i) verification of the person's identity; and (ii) whether the person has any prior criminal convictions; and (iii) the previous employment record of the person; and (iv) the need for suitable references in support of the person's application for appointment; and (v) Verification of the person's educational qualifications required for the appointment.
6. Have you lost any points on your licence in the last 5 years because of a traffic infringement?	
7. In the last 5 years, have you had your driver's licence cancelled or suspended?	
8. Have you ever been investigated, suspended, disciplined, dismissed, had your employment not continued by an employer for any reason?	
9. Do you have any medical conditions that may affect your ability to safely operate a bus (such as and including eyesight or hearing conditions, insulin dependency, neck, shoulder or back conditions)?	

Eligibility and Suitability Assessment Criteria

Transport Canberra has a duty of care and responsibility under law to ensure that applicants seeking to become bus drivers have an appropriate character and are a fit and proper person.

To determine if an applicant has an appropriate character and is a fit and proper person, the selection panel will consider their application against the following eligibility. These criteria mirror the criteria used to determine if a person is eligible to receive a public vehicle driver's licence.

Any applicant who is not considered to be of an appropriate character or be a fit and proper person will not be considered for short listing.

Current 5 year Australian Driver's licence history	<p>To be an eligible applicant, you must have:</p> <ul style="list-style-type: none"> • Accrued no more than six (6) demerit points off your licence at the time of application. • No convictions recorded in the last 5 years for driving a motor vehicle with a prescribed range of alcohol. • Not had your driver's licence suspended or cancelled in 5 years because of traffic infringements or other matters. (excluding parking and unpaid fines) • An Australian driver's licence history that does not indicate habitual poor driving behaviour through repeat/multiple offences.
Criminal convictions	<p>To be an eligible applicant, you must have (subject to the provisions of the Spent Convictions Scheme):</p> <ul style="list-style-type: none"> • No convictions for sexual offences against children. • No convictions for sexual offences, subject to the elapsed time, seriousness, nature and circumstances of the offence and any other relevant factors. • No convictions for other offences against a person, subject to the elapsed time, seriousness, nature and circumstances of the offence and any other relevant factors. • No convictions for offences of dishonesty (theft, burglary, robbery), subject to the elapsed time, seriousness, nature and circumstances of the offence and any other relevant factors. • No criminal convictions recorded against you for fraud or theft subject to the elapsed time, seriousness, nature and circumstances of the offence and any other relevant factors. • No convictions for drug offences, subject to the elapsed time, seriousness, nature and circumstances of the offence and any other relevant factors. • A criminal history that does not indicate habitual criminal behaviour through multiple/various offences.
Medical conditions	<p>To be an eligible applicant, you must have:</p> <ul style="list-style-type: none"> • No medical conditions that may affect your ability to safely and effectively operate a heavy vehicle without risking injury to yourself or others. These include, but are not limited to: <ul style="list-style-type: none"> ○ Eyesight or hearing conditions; ○ Heart or circulatory issues; ○ Neck, shoulder or back conditions; ○ Pelvis, leg, knee, ankle or foot conditions.