IMPORTANT INFORMATION FOR TRAFFIC CONTROL TRAINEES

The Traffic Controller Accreditation Application Form (F4115) can now be lodged by the trainee prior to completion of the full training course. This change has been implemented in order to streamline the application process by allowing the criminal history checks to be completed in parallel with the trainee undertaking the theory course and subsequent minimum of 20 hours vocational work placement.

Once the full training course has been successfully completed (including the vocational work placement) and the Statement of Attainment issued to the trainee, the trainee should present the Statement of Attainment to the Department of Transport and Main Roads (DTMR) Customer Service Centre for final processing.

Note: the Statement of Attendance (presented to the trainee upon completion of the theory component of the training will not accepted by the Department.

New traffic controller applicants should be aware that the time period for DTMR to obtain a criminal history report through Queensland Police Service (QPS) can range from several days to six (6) weeks. The majority of reports take less than two (2) weeks to acquire, however applicants are advised to make allowances for the longer time frame before submitting their accreditation application. Early lodgement as indicated above may assist in reducing the time period.

The Interim Industry Authority letter will not be issued by DTMR until such time as the criminal history report is received from QPS. Once the letter is received, applicants may commence work, ensuring the letter is in their possession at all times whilst working.

Please contact the office on 1300 880 488 if you have any further questions regarding the above.