



# Application Top Tips



## Contact information

Ensure you put all contact information, including a sensible email address



Make your application form stand out!

Tell us why you want to work at Leyland Trucks and why your chosen career is the right path for you

## Provide examples

Support your claims by providing evidence and examples of your skills or abilities



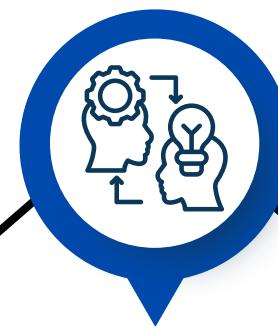
## List the correct position

Make sure the Job Title for the position you're applying for is clear. If you are applying to multiple positions, customise your application to suit each specific role

**LEYLAND TRUCKS**  
A PACCAR COMPANY

## Use AI carefully

ChatGPT is a valuable tool—just be sure that the input is your own work



## Include all transferable skills

Consider your work and school experiences, hobbies, and interests. Even if they don't seem directly relevant to the role you're applying for, they may demonstrate transferable skills

## Check your application form

Ask someone to review the form before you submit it - checking for spelling, punctuation and grammar errors



If you have been part of a sports team, you have developed teamwork skills that will be valuable when working with teams at Leyland Trucks.