APPLICATION FORM
KAIARAHI ROLE

IMPORTANT NOTES

Thank you for applying to be part of the Hōkai Nuku team.

- Please complete this application form fully (either electronically, or by scanning a hard copy version).
- Please attach your curriculum vitae and send electronically to; Natasha Topia at natasha@hokainuku.co.nz
- For confidential enquiries please contact Janyne Morrison on 021 659 546.
- **APPLICATIONS CLOSE: FRIDAY 20TH JULY 5PM**
- Please note – if you are shortlisted for interview – you will need to be available for interview on **24TH JULY** in Pūhoi, Auckland.

PERSONAL DETAILS	
Name:	
Best telephone contact:	
Email:	

CONSENT AND DECLARATION
Collection of Personal Information

To facilitate our collection of information to inform our decision regarding your employment suitability we require your confirmation that;

- All information, whether oral or in writing provided by you to Hōkai Nuku concerning your qualifications and experience in applying for the position is true and correct and you acknowledge that this information will assist Hōkai Nuku in its recruitment and selection decisions.
- That any false, incomplete or misleading information provided by you to Hōkai Nuku, may jeopardise your employment sought.
- In order to progress certain stages of the selection process you give Hōkai Nuku your permission to collect and store your personal information from the following sources:
  - The New Zealand Police and any police force outside of New Zealand;
  - Your previous employers and education providers;
  - Your nominated referees
  - Where the position requires - sources necessary to obtain a credit check.

  (Please note that you will be contacted prior to any of these checks being undertaken).

Any references that are obtained from your referees will be used by Hōkai Nuku solely to evaluate your suitability for employment and you may not be entitled to have access to any references obtained if your referee has provided that reference in confidence.

RIGHT TO WORK

To legally work in New Zealand you need to be a New Zealand citizen, or have permanent resident status, or have a current work permit. If you have permanent residency or a current work permit you need to attach these to the application form.

Are you a New Zealand citizen? If Yes please proceed to next section.	Yes ☐ No ☐
Do you have permanent residency?	Yes ☐ No ☐
Do you have a current work permit?	Yes ☐ No ☐

DRIVERS LICENCE

Do you have a current full NZ driver's licence?	Yes ☐ No ☐
If you do not have a full NZ driver's licence please indicate what type of licence you do have? _____	Yes ☐ No ☐
Have you ever been convicted of a driving offence which resulted in temporary or permanent loss of licence? If "yes", please give details:	Yes ☐ No ☐

CRIMINAL HISTORY

Hōkai Nuku requires a high level of trust and confidence in all its employees.

Have you ever been convicted of a criminal offence or have you been charged with a criminal offence which could result in a criminal conviction?	Yes ☐ No ☐

(*You are not required to disclose details of any criminal convictions if you meet the eligibility criteria under the Criminal Records (Clean Slate) Act 2004).*

If yes, please provide details:

Do you consent to Hōkai Nuku completing pre or post-employment criminal history checks?	Yes ☐ No ☐

Receipt of electronic messages
You consent to Hōkai Nuku communicating with you via electronic messages, both as part of the recruitment process, and as a means of general communication and updates as deemed appropriate.

I declare that to the best of my knowledge the information provided in this application and any support documents is accurate and I have provided all information relevant to the position and have not withheld any significant information.

I understand that if any false information is given or any material facts suppressed, my application may not be accepted, or if I am employed, I may be involved in further discussions that may result in my employment being terminated. I also acknowledge that if I am offered employment, the terms of any offer of employment will be recorded in a written employment agreement and this will comprise the entire understanding between us.

Full Name	**Date**	☐ **Please tick the box to agree to the conditions of this application form.**