



Kaitao Intermediate

Mā te whānau tātou e puāwai - Achieving success - together!

Application for Employment

Position you are applying for:		
Surname:	First Name/s	
Are you known by or have used any other names?		
Surname:	First Name/s	
Teacher Registration #:	Expiry date:	MOE #:

Address:	
Mobile:	Home:
Fax:	Email:

Are you legally entitled to work in New Zealand?
<input type="checkbox"/> A NZ citizen
<input type="checkbox"/> A permanent resident
<input type="checkbox"/> A holder of a current work permit
What evidence can you provide?

If your application is successful when could you commence employment? Click here to enter text.

Work History:			
Organisation/School	Position	Date From	To

Are you currently studying or planning to study for any qualification that may be relevant to the job you are applying for? Yes No

If yes, please detail:

Education & Qualifications	
Qualification/Certificates obtained	Tertiary Institution/School

Referees:

It is our policy to obtain a minimum of two work related verbal references. These should include at least one immediate current supervisor and another person with whom you regularly interact with in carrying out your day to day work duties.

Name:		
Position:		
Organisation:		
How long have you worked for/with this person?		
Contact Phone Numbers:		

Name:		
Position:		
Organisation:		
How long have you worked for/with this person?	Click here to enter text.	
Contact Phone Numbers:		

Name:		
Position:		
Organisation:		
How long have you worked for/with this person?		
Contact Phone Numbers:		

If you have included written references from people other than those recorded below, please note that we may contact the writers of these references.

I consent to Kaitao Intermediate contacting the above named referees and organisations. I understand that the information received by Kaitao Intermediate is supplied in confidence as evaluative material.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
I authorise the Board, or nominated representative, to approach persons other than the referees whose names I have supplied, to gather information related to my suitability for appointment to the position.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
I authorise the Board, or nominated representative, permission to access any information held by the Education Council of Aotearoa New Zealand (EDUCANZ) or any other educational organisation, including information regarding matters under investigation, to gather information related to my suitability for appointment to the position.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Driver Licence Details:	
Do you have a current drivers licence? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Name that appears on your drivers licence:	
Licence Number:	Class:
Category: Full <input type="checkbox"/> Restricted <input type="checkbox"/> Learners <input type="checkbox"/>	
Do you have any demerit points or endorsements on any of your licences? Yes <input type="checkbox"/> No <input type="checkbox"/>	
If yes, please detail: Click here to enter text.	

Do you have any traffic cases pending? Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, please detail:

Do you have any commitments or disabilities which, if successful in obtaining this position, may prevent you from attending Kaitao Intermediate during ordinary hours (8am-4pm) or affect your availability to attend call back days or meetings in the evenings or term breaks? Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, please explain:

Have you ever been involved in an employment dispute, personal grievance or employment relationship problem? Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, please explain:

Have you ever been involved in any conduct and competency process, including advice and guidance? Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, please explain:

Have you ever been convicted of, or are awaiting hearing of any criminal or civil charges/offences (that are not covered by the Clean Slate Act)? Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, please explain:

Have you ever been the subject of a diversion, ordered by the courts? Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, please explain:

Do you consent to a Police Check being conducted? Yes <input type="checkbox"/> No <input type="checkbox"/>
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Declaration:
I _____ declare that to the best of my knowledge the answers to the questions in this application are correct. I understand that if any false information is given, or any material fact suppressed, I may not be accepted, or if I am employed I may be dismissed.
I _____ consent to Kaitao Intermediate seeking verbal or written information on a confidential basis about me. I authorise the information sought to be released to the school for the purposes of ascertaining my suitability to the position for which I am applying.
In the event that you have been offered the position and commenced employment, should further checks reveal information regarding criminal convictions/diversions which have not been declared or you have not provided sufficient information in this application, you may face disciplinary action including dismissal.

Personal Information under the PRIVACY ACT 1993
The information that you supply on this application form and any Curriculum Vitae is solely to assess your suitability for employment at Kaitao Intermediate for the position applied for. This information will be held securely under the schools rules of access. No information will be disclosed to third parties without your authorisation, except as required by law. If you are unsuccessful your application will be confidentially destroyed.

Note: Completion of this form does not indicate any commitment to employ you.