



MANGAWEKA SCHOOL

APPLICATION FOR EMPLOYMENT

Important Notes for Applicants

Thank you for applying for a position at our school.

1. Please fully complete this form personally. First, read it through, then answer all questions and make sure you sign and date where indicated on the last page.
2. Attach a curriculum vitae (CV) containing any additional information, if necessary.
3. As part of your CV please provide two referees and contact details for these people.
4. Copies only of qualification certificates should be attached. If successful in your application you will be required to provide the originals as proof of qualifications.
5. Failure to complete this application and answer all questions truthfully may result in any offer of employment being withdrawn or appointment being terminated, if any information is later found to be false.
6. This application form and supporting documents will be held by the board. You may access these in accordance with the provisions of the Privacy Act 1993. If you have any queries, please contact the person cited in the advertisement.

APPLICATION FOR EMPLOYMENT

Position applied for:	Location:	Vacancy/Reference Number:

Circle one

Mr Mrs Ms Miss

Or other preferred title:

Surname/Family name

First names (in full)

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Birth name (if applicable)

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Are you known by any other name(s)? (if yes please provide below) Yes / No

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Full postal address

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Email address

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Contact telephone numbers

Personal:	Business:
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Identity Verification, Criminal Record and Right to Work

Please circle:

<u>Immigration information</u>		
Are you a New Zealand citizen?	Yes	No
If not, do you have resident status, or	Yes	No
A current work permit	Yes	No
Have you ever had a criminal conviction?	Yes	No
If "Yes", please detail		
<small>(A board may not employ or engage a children's worker who has been convicted of an offence specified in Schedule 2 of the Vulnerable Children Act 2014. The Clean Slate Act does not apply to schedule 2 offences.)</small>		
Have you ever received a police diversion for an offence?	Yes	No
If "Yes", please detail:		
Have you ever been discharged without conviction for an offence?	Yes	No
If "Yes", please detail		
Do you have a current New Zealand driver's licence?	Yes	No
Have you ever been convicted of a driving offence which resulted in temporary or permanent loss of licence, or imprisonment?	Yes	No
If "Yes", please detail:		
Are you awaiting sentencing or do you have charges pending?	Yes	No
If "Yes", please state the nature of the conviction/cases pending?		

<p>In addition to other information provided are there any other factors that we should know about to assess your suitability for appointment and your ability to do the job? Yes No</p> <p>If "Yes", please detail:</p>			
<p>Have you ever been the subject of any concerns involving child safety? Yes No</p> <p>If "Yes", please detail:</p>			
<p>Have you had an injury or medical condition caused by gradual process, disease or infection, such as occupational overuse syndrome which the tasks of this position may aggravate or contribute to? If "Yes", please detail: Yes No</p>			
Certified Teacher Status	√	Registration No.	Expiry Date:
Certified teacher			
Provisionally certified			
Not certified			

Authority to approach other referees – please circle

<p>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.</p>	Yes	No
<p>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.</p>	Yes	No

I certify that:

- The information I have supplied in this application is true and correct.
- I confirm in terms of the Privacy Act 1993 that I have authorised access to referees.
- I know no reason why I would not be suitable to work with children/young people.
- I understand that if I have supplied incorrect or misleading information, or have omitted any important information, I may be disqualified from appointment, or if appointed, may be liable to be dismissed.

Signature: _____

Date: _____

Note: If completing this electronically a hard copy (signed) must be provided