TE KURA WAENGA O RUTHERFORD
RUTHERFORD INTERMEDIATE

Poipoia te Pitomata - Harness the potential

This page must be retained on file as part of the application; it must not be removed or destroyed.

APPLICATION FOR EMPLOYMENT

Position: Year 7-8 Classroom Teacher

Important Notes for Applicants

Thank you for applying for a position within **Rutherford Intermediate School.** Please ensure you have a copy of the job description before completing this application.

1. Please fully complete this form personally. First, read it through, then answer all questions and *make sure you sign and date the last page by hand*.

2. If you are selected for an interview, you may bring whānau/support people at your own expense. Please advise if this is your intention.

3. This application information will be held by the employer. For the successful candidate this document will be held on their personal file, otherwise the information provided will be securely destroyed after 90 days. You may access it in accordance with the provisions of the Privacy Act 2020.

4. There are 8 pages to this application. Page 7 must be signed by hand and a hard copy provided or scanned with the application.

1. APPLICATION FOR EMPLOYMENT

Tick/ highlight one

Mr ☐ Mrs ☐ Ms ☐ Miss ☐

Or other preferred title:

Surname/Family name First names (in full)

Birth name (if applicable)

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

Full postal address

Email address

Contact telephone number

2. Identity Verification, Criminal Record and Right to Work

Please tick the appropriate boxes:

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: *(A board may not employ or engage a children's worker who has been convicted of an offence specified in Schedule 2 of the Children's Act 2014. The Clean Slate Act does not apply to schedule 2 offences.)*
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 full 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:

Have you ever been the subject of any concerns involving child safety? Yes ☐ No ☐ If "Yes" please detail:

In addition to the information provided above, are there any other factors - professional, personal, or otherwise - that could reasonably impact our assessment of your suitability for this role or your ability to perform the required duties effectively? Yes ☐ No ☐

If "Yes", please detail:

Are you aware of any recent or long-term injuries, medical conditions, or other factors that could reasonably impact your ability to safely and effectively perform the duties required for this itinerant position, with or without reasonable accommodations?
Yes ☐ No ☐

If "Yes", please detail

Have you ever been the subject of a mandatory report to the Teaching Council of Aotearoa New Zealand concerning disciplinary matters, issues of professional misconduct, or concerns regarding your competency as a teacher?
Yes ☐ No ☐

If "Yes", please detail

Registration:

Do you hold a current Tūturu | Full (Category One) practising certificate from the Teaching Council of Aotearoa New Zealand? Yes ☐ No ☐

Please enter your registration number:

Expiry date:

3. Educational Qualifications

Institute	Years	Qualification Attained	Date Awarded

---

4. Employment History

Please list your work experience for the last five years *beginning with your most recent position*. Please include months as well as years worked and **explain any gaps in employment.**

Period worked **(please specify the start and end dates)** Start date		End date	**School** **(or reason for gap in employment)**	**Position held**	**Reason for leaving**
	to				
	to				

	to				
	to				

---

5. Referees

Please provide the names of three people who could act as referees for you.

One of these should be your **current or most recent employer.**

Please indicate which referee is your current employer in the table below.

Name	**Organisation**	**Referee Position/ Relationship**	**Contact Number**

---

6. Applicant Declaration and Consent

I _____ **(name) certify that:** *(please tick)*

☐ The information I have supplied in this application is true and correct.

☐ I confirm in terms of the Privacy Act 2020 that I have authorised access to referees.

☐ I know of no reason why I would not be suitable to work with

children/young people.

☐ I declare that the information supplied by me is given voluntarily and is true, accurate and complete in all respects.

☐ I acknowledge that I will not hold **Rutherford Intermediate School**, the Board or their agent(s) responsible for any omission or miss-statements that I have made in the information provided.

☐ I understand that all information provided herein about me, including my application form, CV/resume, references and any assessments will be held by the **Rutherford Intermediate School Board** to be used for the purpose of evaluating my qualifications, experience and suitability for employment.

☐ I understand that if I withhold relevant information, or supply false or misleading information about myself, my application may not be further considered. I also understand that my employment may be terminated if, after investigation, my employer, the **Rutherford Intermediate School Board** discovers that any information which I have provided is false or misleading.

☐ I understand that I am entitled to have access to relevant information retained by the **Rutherford Intermediate School Board** (except for any exemption provided under the Privacy Act 2020 such as evaluative material) and to request correction of the information and/or request that there be attached to the information a statement relating to the fact that I have requested a correction.

☐ I consent to the **Rutherford Intermediate School Board** or their agent, making such enquiries with such organisations including, but not limited to, inquiries with former employers, Teaching Council of Aotearoa New Zealand, and such other bodies or organisations which might hold information relevant to my employment, my suitability to manage or any other information that my prospective employer deems necessary to obtain.

Signature _____ Date: _____

Note: This page must be signed by hand and a hard copy provided or scanned with the application.