



Safer Mid Canterbury Hakatere Haumaru

Together we're safer • Me uru kahikatea

EMPLOYMENT APPLICATION FORM 2024 (Confidential) To be completed by applicant

This form is to accompany a cover letter and CV. It is designed to gather information not normally found on a CV, which we require to assess your suitability for the position. Please include in your cover letter a summary of why you would be suitable for this position.

Position Applied for: _____

Tick One

Mr Mrs Ms Miss or other preferred title _____

Surname/Family Name _____

First Names (in full) _____

Full Postal Address _____

Email _____

Telephone Number Home _____

Work _____

May we contact you at work? Yes No

1. Are you known, or have you ever been known, by any names other than those stated above?

Yes No

If 'yes' please list them: _____

2. Are you a New Zealand citizen? Yes No

If not, do you have resident status? Yes No

Or a current work permit till: Date:/..../..../ Yes No

3. *As a provider of government-contracted services, Safer Mid Canterbury will complete safety vetting, including police vetting and risk assessments, as required under The Children's Act 2014. Information on required checks can be found at <https://www.orangatamariki.govt.nz/working-with-children/childrens-act-requirements/>.*

a. Have you ever had a criminal conviction? Yes No

If yes please detail: _____

b. Have you ever received police diversion for an offence? Yes No

If yes please detail: _____

c. Have you been convicted of a driving offence in the last seven years, which resulted in temporary or permanent loss of licence? Yes No

Are you awaiting sentencing or do you currently have charges pending?
 Yes No

If yes please detail: _____

d. Have you ever lived in Australia? Yes No

Please note that if you are offered this position you will be expected to consent to disclosure of any information held about you by the New Zealand Police Vetting Service and Australian Criminal History Checking Service (if applicable).

4. Have you had any injury or medical condition, which the tasks of this job may aggravate or contribute to? Yes No

If 'yes' please elaborate: _____

5. In addition to other information provided, are there any other factors that Safer Mid Canterbury should know to assess your suitability for appointment and your ability to do the job?

Yes No

If 'yes' please elaborate: _____

6. Do you have a current driver licence?

Yes No

Learner

Restricted

Full

7. Employment History

As a requirement of The Children's Act 2014, we require your last 5 years' work history and any reason for any gaps in work history over the past 5 years.

Period Worked	Employer's Name	Position Held	Reason for Leaving

8. Referees

Please provide the names of three people who could act as referees for you. At least one of these should be able to attest to your paid work performance. Please note that referees will only be contacted if you have been interviewed and are on a final shortlist for this position. The information obtained from these referees will then be used to assist the agency in its decision as to whether to offer an appointment. The information will be confidential between the referee and the agency.

Name	Address	Telephone	Relationship (eg Supervisor)

9. Please provide a CV that covers education, training, employment, volunteer work, interests and anything else you may deem relevant for the position.

10. Please provide a cover letter explaining why you would be suitable for the position and what you have to offer.

I certify that the information I have supplied in this application is true and correct. 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 _____

Please follow all instructions. Only applications that include a separate cover letter explaining why you would be suitable for this position, a separate CV and a completed application form will be accepted. Thank you.

Please send completed applications to: Rachael Price
Safer Mid Canterbury
255 Moore Street
Ashburton 7700

Applications can also be emailed to info@safer.org.nz

Please mark as “**CONFIDENTIAL**”

If you have questions, please contact us on 03 308 1395.