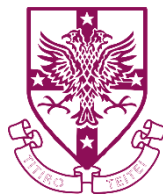


WAIUKU COLLEGE



Application for Appointment

Name: _____

IMPORTANT NOTES FOR APPLICANTS

Thank you for applying for a position at Waiuku College.

1. Please fully complete this form personally. Read it through first 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 you include written references, please note that we may contact the writers of the references.
* Please give the names and contact details of 3 current/work related referees.
3. Copies only of qualification certificates should be attached. If successful in your application you may be required to provide originals as proof of qualifications.
4. If you are selected for an interview you may bring whanau/support people at your own expense. Please advise if this is your intention.
5. Shortlisted applicants who are not registered or provisionally registered teachers will be asked to give consent vet. It is a requirement in the Education Sector for all employees to be vetted.
6. In terms of a Criminal Conviction, the Criminal Records (Clean Slate) Act 2004 provides certain convictions which do not have to be disclosed providing:
 - You have not committed any offence with 7 (consecutive) years of being sentenced for the offence **and**
 - You did not serve a custodial sentence at any time (this would exclude serious offences such as murder, manslaughter, rape and causing serious bodily harm) **and**
 - The offence was not a specified offence (specified offences are in the main sexual in nature) **and**
 - You have paid any fine or costs

Custodial sentences include a sentence of preventive detention and corrective training. Non-custodial sentences include fines, reparation orders, community-based sentences and suspended sentences. Please note that you are not obliged to disclose convictions if you are an eligible individual but can do so if you wish. If you are uncertain as to whether you are eligible contact the Ministry of Justice.
7. The application form and supporting documents will be held by the school. You may access it in accordance with the provisions of the Privacy Act 1993.
If you have any queries, please contact the Principal's Personal Assistant.

APPLICATION FOR APPOINTMENT

Position applied for

Tick One

Mr Mrs Ms Miss

Or other preferred title:

Surname/Family Name	First Names (in full)

Full Postal Address

Contact Telephone Number	
Private:	Business\Cell:

Email Address	
Private:	Work:

Please tick the appropriate boxes:		
Are you a New Zealand citizen?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If not, do you have resident status? or	Yes <input type="checkbox"/>	No <input type="checkbox"/>
A current work permit?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Have you ever had a criminal conviction? (convictions that fall under the clean slate scheme do not have to be disclosed. 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.) If "Yes" please give detail:	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Note:

- a) Applicants may not be employed as a children's worker if they have been convicted of a specified offence listed in Schedule 2 of the Vulnerable Children Act 2014, unless they obtain an exemption. The Criminal Records (Clean Slate) Act 2004 will not apply to these specified offences and these offences will be included in your Police vetting results.
- b) The Clean Slate Act provides certain convictions do not have to be disclosed providing:
- You have not committed any offence within 7 consecutive years of being sentenced for the offence
 - You did not serve a custodial sentence* at any time
 - The offence was neither a specified offence under the Clean Slate Act 2004 nor a specified offence under the Vulnerable Children Act 2014
 - You have paid any fines or costs

Please note that you are not obliged to disclose convictions if you meet the above conditions but can do so if you wish. If you are uncertain as to whether you are eligible contact the Ministry of Justice.

***Custodial sentence** means a sentence of imprisonment and includes corrective training, preventative detention, a sentence of imprisonment served by home detention, borstal training, detention centre training and any other sentence that requires the full-time detention of an individual.

Non-custodial sentence includes, but is not limited to, a community-based sentence, a sentence of home detention, a sentence of a fine or reparation, a suspended sentence of imprisonment, and a specified order.

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

If "Yes" please detail:

Have you 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/currently have charges pending? Yes No

If "Yes" please state the nature of the conviction/cases pending:

Have you been the subject of any concerns involving student safety? Yes No

If "Yes" please detail:

In addition to other information provided are there any other factors that we should know about to assess your suitability for appointment and ability to do the job? Yes No

If "Yes" please elaborate:

Have you had any injury or medical condition caused by gradual process, disease or infection, such as occupational overuse syndrome, stress or repetitive strain injuries, which the tasks of this job may aggravate or contribute to? Yes No

If "Yes" please detail:

Do you have a current driver's licence? Yes No

Teacher Registration:

Registration No:

Expiry Date:

Educational Qualifications:

Please state your last secondary level qualification:

Please state your tertiary level qualification/s:

Please state any other qualifications that relate to the position:

Employment History

Please outline most recent employment history, beginning with current or latest employment.

Period Worked	Employer's Name	Position Held	Reason for Leaving

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

Name	Address	Telephone	Relationship (e.g. employer\principal)

Authority to approach other referees:

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, to access any information held by the Teaching Council, including matters under investigation, to gather information related to my suitability for appointment to the position.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

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 of 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, I may be liable to be dismissed. I confirm in terms of the Privacy Act 1993 that I have authorised access to referees.

Signature: Date:

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