



JUST KIDZ

a fun place to learn



EMPLOYMENT APPLICATION FORM

CONFIDENTIAL

To be completed by the applicant

Date of application:

Note: The completion of this form does not indicate that there is any obligation on Just Kidz Educare Limited (Just Kidz) to engage the applicant.

Purpose: This information is collected for the purpose of assessing your suitability for employment, which may include subsequent changes in employment with Just Kidz.

PLEASE PRINT

Position applied for:

Name: Family Name

Given names (underline name used):

Are you known by any other names? Yes / No If yes please give details:

.....

Address:

.....

Phone:

Email:

Residency: Are you a New Zealand Citizen or New Zealand Resident? Yes / No

If neither of the above, are you allowed to accept employment in New Zealand? Yes / No

(If not Citizen or Resident, attach copy of work permit and passport)

Age: Are you 17 years old or older? Yes / No

Education, Qualifications & Employment History: I confirm that my education, qualification and employment history details provided in my curriculum vitae or resume or on the attached sheet are correct. Yes / No

If not provided, please detail on a separate sheet and sign and date the page. This will then be attached to this application.

JUST KIDZ EDUCARE LTD – PO Box 42 135, Orakei, Auckland, 1745.

Email: vanessa@justkidz.co.nz

Level 5, 203 Queen St, Auckland. Ph: (09) 578 2105 Fx: (09) 578 2107

Employment History: I confirm that my employment history details provided in my curriculum vitae or resume or on the attached sheet are correct and that it includes all positions held in the last ten years. Yes / No

If not provided please detail on a separate sheet and sign and date the page. This will then be attached to this application.

Referees: Give name, address, telephone numbers and relationship of at least two referees.

Name	Company/Position Phone	Address
.....
.....
.....

Do you consent to Just Kidz contacting previous employers or training providers for a reference and information as regards your employment? Yes / No

I consent to Just Kidz seeking verbal or written information about me, on a confidential basis, from the named referees for security purposes, and authorise the information sought to be released by them to Just Kidz for the purposes of ascertaining my suitability for the position I am applying for. I specifically consent to a police check being carried out. I understand that the information received by Just Kidz is supplied in confidence as evaluative material and will not be disclosed to me unless the supplier referee agrees.

Signature:
Date:

Commencement: If your application is successful, when could you commence employment?
.....

General:

- Are you prepared to work overtime if required? Yes / No
- Are you a Kiwi Saver Member? Yes / No
- Have you ever been convicted of a criminal offence? Yes / No
- Have you ever been convicted of any crime against children? Yes / No
- Are there any current criminal charges pending or any reason why the police may consider you a risk to children or as an employee? Yes / No
- Are you prepared to handle all products, materials, and equipment used in the early childhood care centres? Yes / No

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

If yes, what classes?

Do you have any demerit points or endorsements? Yes / No

If yes please detail

Do you suffer from or have you ever suffered from any medical or physical condition or ailment that may have an impact on your ability to carry out the job applied for? Yes / No

If yes please detail :

.....
.....

Can you read, write and speak competently in English? Yes / No

Other languages that you are competent in:

Do you have a spouse, partner, relative, or house-hold member working in the early childhood care industry? Yes / No

If yes who & where?.....

Do you consent to Just Kidz obtaining information from other relevant parties to determine your suitability for employment? Yes / No

Do you consent to Just Kidz retaining the information in this application for the purposes of considering your suitability for any other position, which may arise with this company in the future?

Yes / No

Declaration: I [full name]

Declare that to the best of my knowledge the information provided in this application and in any resume or curriculum vitae provided, is accurate, and I understand that if any false or misleading information is given, or any material fact suppressed, I will not be employed, or if I am employed, my employment will be terminated. I also understand that any false information given in relation to my medical history with regards to gradual process, disease, or infection can result in my loss of entitlement for any compensation from ACC.

Signature:

Date: