

KIDS AFTER SCHOOL
Application for Employment Form



Please attach a current Curriculum Vitae to this application form
You may also email your application through to: carolyn@kidsafterschool.co.nz

Position Applied for: _____

Earliest Starting Date: _____

The information supplied in this application is for the purposes of determining suitability for the position applied for.

Section 1(A) Personal Information: (Please print)

(Mr/Mrs/Miss/Ms) _____ Date of Birth: _____

Last Name: _____

First Name: _____

Known Name: _____

Postal Address: _____

Email address: _____

Contact Telephone No's: Home: _____ Day: _____

Mobile: _____

Drivers Licence: **Yes/No** D/L Number _____ Learners/Restricted/Full

Convictions Against The Law

Have you ever been convicted of any offence against the law? **Yes / No**

(Please note: this question excludes reference to any record of criminal conviction you might have that has automatically been concealed if you meet the eligibility criteria stipulated in Section 7 of the Criminal Records (Clean Slate) Act 2004).

If you have answered "Yes", please provide the date and details of the offence together with any comments you wish to make.

Do you have any criminal charges pending? (Please take into consideration the Criminal Records (Clean Slate) Act 2004).

Yes / No

If you have answered "Yes" please attach details.

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Do you have a current Police Vet record available?

Yes / No

If you have answered "No" do you consent to the disclosure by the New Zealand Police of any information they may have pursuant to this application?

Yes / No

Are you legally entitled to work in New Zealand?

Yes / No

Section 1(B) Health (Please print)

Do you currently have, or have you ever had, a medical condition caused by gradual process, or an injury, illness or disability that could reasonably be expected to affect your ability to carry out the work of the position applied for or could reasonably be expected to be aggravated or contributed to by the work of the position applied for?

Yes / No (If Yes, please provide details)

Please Note: Kids After School is a smoke free environment.

Section 2 Relevant skills, abilities and experience (please list any certificates for relevant skills if any)

Have you been employed before or is this your first job? If you have answered yes, please continue on to Section 3(A).

Yes/No

Section 3(A) Present Employment Details

Name of Employer: _____

Length of Service: _____

Position Held: _____

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Key duties and responsibilities:

Section 3(B) Previous Work Experience (paid or unpaid) Begin with most recent must include a work history (covering preceding 5 years)

Position	Employer	From - To	Reason for Leaving

Section 4 Referees

Please provide details of two referees who we may contact that can testify to your character and work ability (preferably those who have observed you working with children)

Name: _____

Address: _____

Mobile: _____ Day Contact: _____

Title / Relationship: _____

Name: _____

Address: _____

Mobile: _____ Day Contact: _____

Title / Relationship: _____

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I agree to the references/referees provided in respect to this application being used for the purposes of considering my suitability for the position.

Yes / No

I also agree that further oral or written inquiries regarding my suitability for this position may be made from the referees provided and from current and previous employers.

Yes / No

Declaration

I declare that to the best of my knowledge, the answers to the questions in this application are correct. I understand that if any false information has been given or any material fact withheld. I am liable to be dismissed without notice should I be the successful applicant.

Date

Signature