



Application Form

Position applied for

Position:
Office/Location:

Full name

Physical address

Street:
Suburb:
City:

Phone numbers

Daytime: ()
Evening: () _____ pm till _____

Email address

Referees

	Employment referee	Character referee
• Name	:	
• Position	:	
• Company	:	
• Day phone	:	

Availability

- If successful, I could commence employment on ____/____/200__
- or
- If successful, I am available with _____ weeks

Attachments

- | | Tick to confirm attached |
|---|--------------------------|
| • Covering letter (optional) | <input type="checkbox"/> |
| • Copy of my resume | <input type="checkbox"/> |
| • Copy of my qualifications/certificates | <input type="checkbox"/> |
| • Evidence of my right to work in New Zealand
(required if not a NZ citizen) | <input type="checkbox"/> |
| • Consent form (required) | <input type="checkbox"/> |

Continued on next page



Application Form, Continued

Additional information

Tick if Yes

- I have a current FULL clean drivers license
 Details if no:

- I have no health issues that would affect my ability to do this job. Details if no:

- I have no existing or pending criminal record or charges
 Details if no:

- I have never been dismissed by another employer
 Details if no:

- I have the right to work in New Zealand:
 - New Zealand Citizen
 - Permanent resident
 - Valid work permit (expiring ___/___/___)

Role specific information

Tick if Yes

Sales Position

- If applying for a Business Development or Account Management position, I attach a copy of a proposal I have written.

Engineering or Management Position

- If applying for an Engineering or Business Management position I understand that the nature of these positions will require me to work outside normal business hours.

Any other relevant information

Continued on next page



Application Form, Continued

Declaration

I, _____ (full name), affirm that I have read the Guidelines for completing the form, and that the information on this form is true and correct and that I have disclosed to TEAMnetwork any matters that may affect my ability to effectively carry out the duties for which I may be accountable under an Individual Employment Agreement with the company.

I understand that incorrect or misleading information, or information suppressed on this form, may result in my being disqualified from appointment or, if appointed, in my subsequent dismissal.

I understand that if offered an individual employment agreement by TEAMnetwork, I will be required to sign acceptance of the agreement and other consents required by legislation (e.g. health and safety monitoring) before I may commence work.

I understand that TEAMnetwork does not pay sick or bereavement leave as of right for the first six months of employment, and if offered an individual employment agreement, I will make my own arrangements to cover this.

I understand that TEAMnetwork is not obliged to, but may decide to, consider my application if it is submitted after the closing date.

SIGNATURE: _____ DATE: _____

Request for return of application documents

If my application is unsuccessful, please return my application documents to the following postal address:

Street:

Suburb:

City



Consent Form for Job Application

Purpose

The purpose of this form is to obtain formal consent to actions that TEAMnetwork may legally be entitled to take prior to making any offer of an individual employment agreement, in accordance with relevant legislation and with TEAMnetwork's published policies and procedures.

**Person
consenting**

**Potential
employee's
consent**

As a potential employee of TEAMnetwork, and prior to my entering an Individual Employment Agreement, I consent to the company carrying out the preliminary checks shown below

Referee checks

I consent to TEAMnetwork carrying out checks with the referee/s I have nominated in my application, to confirm my suitability as a potential employee of the company.

Criminal record

I consent to TEAMnetwork carrying out a police check to confirm that I have no previous criminal convictions that may prevent me from working within the full range of the TEAMnetwork customer base, and to confirm that I will not bring any issues to the workplace that could compromise the integrity and good reputation of TEAMnetwork.

Creditworthiness

I consent to TEAMnetwork carrying out a credit check to confirm that my financial situation and creditworthiness are such that I will not bring undue stress to the workplace

**Use of
information**

I consent to any information obtained by TEAMnetwork under the consents above being used for the purpose of ascertaining my suitability for employment with the company, and to the release of relevant information to ACC if applicable.

**Potential
Employee
signature**

SIGNATURE: _____ DATE: _____

**Business
Manager
affirmation**

I affirm that TEAMnetwork shall carry out any of the actions consented to above in fair and reasonable manner, and in accord with the Privacy Act and any other relevant New Zealand legislation.

SIGNATURE: _____ DATE: _____