



Application for Employment Form

The information you provide will be used in the selection process only.

Position Information

Vacancy Reference:	
Position Title:	

Personal Information

Surname:	
First Names:	
Preferred Name (if different):	
Other names you have been known by:	
Postal Address:	
Daytime Telephone Number:	
Mobile Number:	
Email Address:	

Employment at St John of God Hauora Trust

Are you a **current employee** of St John of God Hauora Trust? Yes No
(If Yes, your Personnel File may be accessed by the selection panel during the selection process)

If you are **not a current employee**, have you ever been employed at St John of God Hauora Trust? Yes No

Please provide further details below:

Dates Employed	Position Title	Location	Reason for Leaving

Applying for Other Positions

Your information may also be used to assess your suitability for any other existing or future vacancy. Do you wish to be further considered for other employment opportunities within St John of God Hauora Trust? Yes No

If yes, what location would you prefer?

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Working in New Zealand

Please attach copies of your documents of eligibility relating to the questions below.

Are you a NZ or Australian Citizen?	Yes	No
If No, do you have: Residency Status?	Yes	No
If No, do you have: Work Permit?	Yes	No
Type of Work Permit		
Expiry Date		
Work Permit Conditions		
If No: Are you in the process of obtaining either Residency or a Work Permit?	Yes	No
Specify Type of Permit		
Expiry Date		

Health

Do you have, or have you ever had, a medical or health condition, injury or illness or any other condition that may aggravate, contribute to or affect your ability to carry out the requirements of the job? Yes No

If Yes, please provide details of the condition and how this is likely to affect your work performance.

Professional Registration (if applicable)

Do you have, or have you ever had, any restrictions placed on your professional registration? Yes No

If Yes, please provide details of the restrictions.

Rostered Shifts

Some positions within SJGHT (i.e., Support Worker) require you to work rostered shifts. Are you available to work rostered shifts Monday through Sunday?

Yes No

Union Membership

Are you a current member of a Union?

Yes No

If Yes, please indicate which Union.

Driving Licence

Do you have a current and valid Drivers Licence? Yes No
If Yes, please attach copy of Drivers Licence Licence Type: Learners
Restricted
Full

Criminal Conviction Details

Please note that you must also declare convictions for which you received name suppression. This applies to all applicants, including overseas applicants.

All applicants will also be asked to complete a criminal conviction check that will be processed by the Ministry of Justice as part of the recruitment process. Please note the Criminal Records (Clean Slate) Act 2004 is applicable.

Have you been convicted of any offences against the law in New Zealand or overseas? Yes No
If Yes, please provide further details below:

Date	Offence	Sentence

Do you have any criminal convictions pending or under investigation, or do you know of any circumstances that might lead to your being charged with a criminal offence in the future? Yes No
If Yes, please provide further details below:

Declaration

I have truthfully completed all sections of this application form and have provided I have truthfully completed all sections of this application form and have provided information (including on my CV and supporting documents) that is accurate and complete to the best of my knowledge. Yes No

I understand that providing false information or failing to disclose relevant information is contrary to St John of God Hauora Trust's Code of Conduct. Yes No

I also understand that when deciding whether to employ me, St John of God Hauora Trust will be relying on the truth and accuracy and completeness of the information I have provided. I understand that this means, if the information turns out to be not true or accurate or complete, I could be disqualified from appointment, or if I have already been appointed, my employment could be terminated. Other legal remedies may also be available to St John of God in that case, including action under the Contractual Remedies Act 1979. Yes No

I understand that if I have applied for a position involving significant financial risk to St John of God Hauora Trust (including finance, procurement, and payroll staff) I will be subject to a credit check. The consent for a credit check will be sought after a job offer has been made. Yes No

Signature:

Date:

I understand that if I submit this form in an electronic copy it will constitute an electronic signature. Yes No