**AUCKLAND WOMEN’S CENTRE – TE WĀHI WĀHINE O TĀMAKI MAKAURAU**

**APPLICATION FORM**

**Purpose**

This information is collected for the purpose of assessing your suitability for employment at the Auckland Women’s Centre – Te Wāhi Wāhine o Tāmaki Makaurau.

**Please print**

Your name: (in block capital letters)

Surname:…………………………………………………………………………………………………………………….Given names:………………………………………………………………………………………………………………

**1. Your contact information:**

Number and street:…………………………………………………………………………………………………….

Suburb and city:……………………………………………………………………………………………………….…

Phone number:…………………………………………………………………………………………………

Best contact times:……………………………………………………………………………………………………

**2. Immigration Status:**

 Are you a citizen of New Zealand? Yes/No

 If no, do you have the right of permanent residence? Yes/No

 If no, do you have a work permit? Yes/No

 (Passport verification required)

**3. Health conditions relevant to work:** Do you have any known condition or illness which may affect your ability to effectively carry out this position?

 Yes/No

(If yes, please specify, and note if there are any adjustments we could make in the workplace which would mitigate the effect on your work ability)

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

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5.1 Have you ever been convicted of a criminal offence? Yes/No

(Please note that a criminal record is not an automatic disqualification)

5.2. Are you awaiting the hearing of charges in a court of law? Yes/No

6.1 Your legal name: (this will only be used for the police check)

Surname:……………………………………………………………………………………………………………………

Given Names:…………………………………………………………………………………………………………….

6.2. I ……………………………………………………………………………. (full name) consent to the organisation obtaining information from the police regarding my criminal record (or lack thereof) for the purpose of assessing my suitability for this position.

6.3. I …………………………………………………………………….……. (full name) declare that to the best of my knowledge the answers in this application are correct. I understand that if any false or deliberately misleading information is given, or any material fact suppressed, or a police check reveals information that the Auckland Women’s Centre considers makes me unsuitable for this position, I will not be accepted, or if I am employed, my employment will be terminated without notice.

7. For the purposes of compliance with the Privacy Act 1993 do you consent to the Auckland Women’s Centre contacting your referees for the purpose of reference checking?

 Yes/No

7.1. I ……………………………………………………………………………. (Full name) hold a clean, current driver’s licence.

7.2. Do you have access to a vehicle for work purposes? Yes/No

8. Please tell us how you heard about this job vacancy? .......................................................

Signed:………………………………………………………………………………………………………………………

Please note: A picture of your signature is acceptable, or it can be signed at the job interview.

Dated:……………………………………………………………………………………………………………………….