



EMPLOYMENT APPLICATION FORM

PERSONAL DETAILS:

First Name: _____ Last Name: _____
 Other Given Names: _____ Date of Application: _____
 Current Address: _____
 Town/City: _____ Home Phone: _____
 Post Code: _____ Mobile Phone: _____
 Email: _____

PREFERRED POSITION:

Full Time Casual Part Time

If other, please specify _____

If successful, when would you be available to commence work? _____

RELEVANT QUALIFICATIONS/LICENCES

(List licences, classes, endorsements e.g. forklift, dangerous goods etc.):

Type and/or Class	Licence/Authority	Special Conditions	Expiry Date	Years Held

*PLEASE ATTACH A COPY OF YOUR DRIVERS LICENCE

REFEREES (Please list 3 referees, which you would be happy for us to contact)

Referee Name	Company Name	Contact Phone Number	Your relationship with this person? Manager/Supervisor/Team Leader	Were they your immediate Manager?



EMPLOYMENT APPLICATION FORM

For Non-New Zealand Residents:

Are you legally entitled to work in New Zealand? Yes No

Do you have a work permit? Yes No

If yes, it will be necessary to produce your passport and any work permits before any potential employees are offered a position with the company.

Driving Record:

Have you ever had any licence or permit suspended or revoked? Yes No

Have you ever been involved in a vehicle accident, if yes, please detail below? Yes No

Have you ever been charged with drug or alcohol driving related offences? Yes No
If yes, please provide specific details:

Have you ever been convicted of a traffic offence? (Excluding parking offences) Yes No
If yes, give details _____

Do you have any demerit points or conditions on your license? Yes No

Do you have any legal cases regarding traffic offences pending? Yes No
If yes, give details _____



EMPLOYMENT APPLICATION FORM

Please advise if you:

- Have ever been convicted of any criminal offence that involves fraud, dishonesty or acts of assault or violence; Yes No
- Are the subject of any present criminal investigation or prosecution which may affect your ability to carry out any potential employment that may be offered to you; Yes No
- Have been sentenced to imprisonment. Yes No

(Please note you will also be required to complete a third-party criminal convictions history form before any offer of employment will be made. Under the Criminal Records (Clean Slate) Act 2004, you are not required to disclose certain offences. For more information, please visit the Ministry of Justice website www.justice.govt.nz)

If yes, please briefly outline below what convictions you have or have pending, and any comments on these you wish to make that may support your application for employment with us.

We understand and respect an applicant's right to privacy and this information will only be used for the purpose of determining whether an applicant may suitable for certain employment.

APPLICANT DECLARATION

I, _____ declare and authorise the following information.

I do not have any commitments, which may prevent me from attending Amline Freighters Ltd as a potential place of employment and no other commitments that may affect me working during the hours of work.

If you have any potential commitments or comments for consideration, please provide details; _____

If my application is unsuccessful, I consent to the company retaining the information contained in this application form for a period of 12 months for the purpose of considering suitability for any other position that may arise with Amline Freighters Ltd in the future.

I accept that if the company is not satisfied with the result from the following pre-employment checks and any relevant personal information, which is provided/obtained during the recruitment process, I may not be offered employment, or my employment with the company may be terminated if I have withheld any potentially relative information:

- Reference check
- Pre-employment drug and alcohol testing
- Health assessment (where relevant to your ability to perform the position)
- Criminal history and check through Ministry of Justice
- Drivers Licence check through NZTA



EMPLOYMENT APPLICATION FORM

I consent to the company conducting the above tests and checks and contacting any referees that I have provided. I agree that I will pay for any medical, I agree to attend, but ultimately fail to attend through my own choosing.

I declare that the answers to the questions in this application, and any further information I may provide during the recruitment process, are true and correct and provide a balanced and complete view of the details relevant to my suitability for employment with Amline Freighters Ltd. I understand that any incorrect, misleading or omitted material information may disqualify me from appointment, or if appointed, that my employment with the company may be terminated.

Name: _____ Signature: _____

Date: _____

NOTE:

Please ensure a copy of your Drivers Licence is attached along with a copy of your Curriculum Vitae, your completed third-party criminal convictions history form, TORO licence check form and any other relevant documentation to support your application.