



Executive Officer Application Form

Personal Details

First Name: _____ Surname: _____

Address: _____

Telephone: Daytime: _____ Mobile: _____

Email: _____

Current Qualifications

Qualification	Training provider/institution	Year completed

Previous Employment (most recent first)

Employer	Dates from/to	Position held	Reason for leaving

Proof of Identity and Right to Work

Are you a New Zealand citizen: Yes No

If not, do you have resident status? Or, Yes No

A current work permit: Yes No

Police Vetting

Have you ever had a criminal conviction? Yes No
(Convictions that fall under the clean slate scheme do not have to be discussed)
If 'Yes' please detail:

Referees

Do you agree to have referees contacted in relation to this application? Yes No
(Reference checks will be conducted legally in an ethical manner and all information derived will remain confidential)

Please provide details of two people who can speak on your behalf who know you personally and professionally.

Name	Contact Number	Relationship with the applicant

Please provide any other information that you identify as being appropriate to this application (eg medical conditions, disabilities): _____

Declaration

I declare that, to the best of my knowledge, the information given is true and correct. I understand that inaccurate, misleading or untrue statements or knowingly withheld information may result in termination of employment with this organisation. I understand that this application does not constitute an offer of employment. I understand that, in some cases, police and credit checks will be required and I will be notified if this applies to this application.

Signed:

Date: