

Ports of Auckland Limited

Application Form

Name

Preferred Name

Position Applied For

(Or type of work interested in)

Date

The information collected in this form will be used to assess your suitability for employment with Ports of Auckland Limited (POAL).

Please note:

- All information provided will be treated as confidential. No enquiries will be made without your permission.
- The completion of this form does not imply that there is any obligation on the Company to engage with the applicant.
- Any offer of employment will be subject to a satisfactory full health assessment (including a Drug and Alcohol test), Criminal Records Check, Reference Checks and required vaccinations.

If my application is unsuccessful, I authorise the Company to retain the information should there be future opportunities for which I might be considered: Yes No

If you have answered “No” above, this application and any other personal information supplied as part of this application, will be destroyed.

Please be aware that if you are successful in obtaining employment with POAL, the company is required by legislation to provide the Inland Revenue Department with your contact details; including full name, address information and date of birth.

PERSONAL INFORMATION

First Name	<input type="text"/>	Last Name	<input type="text"/>
Address	<input type="text"/>	Suburb	<input type="text"/>
City	<input type="text"/>	Postcode	<input type="text"/>
Phone	<input type="text"/>	Email	<input type="text"/>

WORK ENTITLEMENT IN NEW ZEALAND

Are you currently entitled to work in New Zealand?

- Yes, New Zealand/Australian Passport;
 Yes, New Zealand/Australian Permanent Resident;
 Yes, Work Visa holder
 Yes, other. Please provide details
 No

Please attach relevant documents as per below.

- New Zealand/Australian Passport; **OR**
 New Zealand/Australian Permanent Resident and Passport Photo Page; **OR**
 New Zealand/Australian Birth Certificate **AND** Photo ID (i.e. Drivers Licence) **OR**
 New Zealand Work Visa and Passport Photo Page;

Ports of Auckland may use VisaView (Immigration New Zealand's online system) to verify that a prospective employee holds a valid visa, including the conditions of the visa, and the date of expiry. By signing this application form, you are consenting to Ports of Auckland using VisaView to verify your visa details.

EMPLOYMENT HISTORY

- As per attached CV

Name of Employer		Position Held	
Duties and Responsibilities			
Dates From		Dates To	
Name of Employer		Position Held	
Duties and Responsibilities			
Dates From		Dates To	
Name of Employer		Position Held	
Duties and Responsibilities			
Dates From		Dates To	

Please detail any other relevant qualifications obtained:

WORK RELATED REFERENCES x 2

At least 1 of your nominated referees is to be a previous manager / someone you reported to.

Company Name			
Name of Referee		Position	
Relationship			
Phone Number			
Company Name			
Name of Referee		Position	
Relationship			
Phone Number			

REFERENCE AUTHORITY AND DECLARATION

I consent to Ports of Auckland Ltd seeking verbal or written information about me from my nominated referees (including the referees above) on a confidential basis. I authorise the information sought to be released by them to Ports of Auckland Limited, for the purposes of ascertaining my suitability for the position for which I am applying. I understand that the information received by Ports of Auckland Limited is supplied as evaluative material.

Signature



Sign here

PLEASE TICK WHERE APPROPRIATE

Have you worked for POAL or an associated company before? Yes No

If yes, please give details

If previously employed by POAL, I acknowledge that POAL may obtain and/or consider information related to my prior employment with POAL. This includes speaking with any of my prior managers for the purposes of reference checking. Yes No

Have you ever been banned/barred from entering the Port or an associated company? Yes No

If yes, please give details

Do you have any family members/partner currently employed at POAL? Yes No

If yes, please give details:

Do you have a current NZ driver's licence? Yes No

If yes, which classes

Have you ever been convicted of a criminal offence, including traffic related offences in New Zealand or overseas?
(other than parking offences or a conviction deemed not to exist under the provisions of the Criminal Records Clean Slate Act 2004)

<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
--------------------------	-----	--------------------------	----

If yes, please give details

Do you have any pending criminal or traffic related offences in New Zealand or overseas?

<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
--------------------------	-----	--------------------------	----

If yes, please give details:

HEALTH

Many positions at the Port may include heavy lifting, working at extreme heights and confined spaces, and/or other strenuous conditions. Please tick where appropriate:

Do you have any health-related issues that may impact on your ability to perform tasks associated with the position you are applying for?

<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
--------------------------	-----	--------------------------	----

If yes, please give details

Do you have any pre-existing medical injuries or illness?

<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
--------------------------	-----	--------------------------	----

If yes, please give details

HEALTH AUTHORITY AND DECLARATION

I authorise any medical practitioner, hospital or WorkAon Accident Rehabilitation or any other institution that holds medical information about my health, to disclose some or all of its information to Ports of Auckland Limited, as may be deemed necessary in connection with my suitability of employment.

Signature

PERSONAL DECLARATION

I declare to the best of my knowledge, the information I have provided in this application form and in my CV is true and correct. I understand that any false or misleading information, or if I suppress any information, may, if I am employed, lead to the termination of my employment.

I authorise by signing below POAL to hold the information on this form and my CV for the purpose of assessing my suitability for employment. If I am successful in obtaining a position, I also authorise POAL to hold this form, my CV and any other personal information collected during my employment for the duration of my employment and for a reasonable period after ceasing with the Company. I understand that I have the right of access to most of this personal information and I can request the company to correct any information I believe is incorrect.

Signature

