

# AUKAHA (1997) LTD APPLICATION FORM



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## IMPORTANT NOTES

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- Please complete this application form fully.

<b>ROLE APPLIED FOR:</b>	
<b>PERSONAL DETAILS:</b>	
First Name	
Surname	
Mobile:	
Email:	

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## CONSENT AND DECLARATION

### Collection of Personal Information

To facilitate our collection of information to inform our decision regarding your employment suitability we require your confirmation that;

- All information, whether oral or in writing provided by you to Aukaha concerning your qualifications and experience in applying for the position is true and correct.
- You acknowledge that this information will assist Aukaha in its recruitment and selection decisions.
- That any false, incomplete or misleading information provided by you to Aukaha, may jeopardise any employment sought – current or in the future.
- In order to progress certain stages of the selection process you give Aukaha your permission to collect and store your personal information from the following sources:
  - The New Zealand Police and any police force outside of New Zealand;
  - Your previous employers and education providers;
  - Your nominated referees (*Please note that you will be contacted prior to any of these checks actually being undertaken*), and;
  - Where the position requires - sources necessary to obtain a credit check.

Aukaha may retain your personal information it holds about you on its files, in case of any future employment opportunity that should arise, unless you subsequently request in writing that such information be destroyed.

Any references that are obtained from your referees will be used by Aukaha solely to evaluate your suitability for employment and you may not be entitled to have access to any references obtained if your referee has provided that reference in confidence.

## CRIMINAL HISTORY

Aukaha requires a high level of trust and confidence in all its employees. Have you ever been convicted of a criminal offence or have you been charged with a criminal offence which could result in a criminal conviction? <i>(You are not required to disclose details of any criminal convictions if you meet the eligibility criteria under the Criminal Records (Clean Slate) Act 2004).</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, please provide details:	
Do you consent to Aukaha completing pre or post-employment criminal history checks?	Yes <input type="checkbox"/> No <input type="checkbox"/>

### Receipt of electronic messages

You consent to Aukaha communicating with you via electronic messages, both as part of the recruitment process, and as a means of general communication and updates as deemed appropriate.

I declare that to the best of my knowledge the information provided in this application and any support documents is accurate and I have provided all information relevant to the position and have not withheld any significant information. I understand that if any false information is given or any material facts suppressed, my application may not be accepted, or if I am employed, I may be involved in further discussions that may result in my employment being terminated. I also acknowledge that if I am offered employment, the terms of any offer of employment will be recorded in the written employment agreement and this will comprise the entire understanding between us.

Full Name	Date	<input type="checkbox"/> Please tick the box to agree to the conditions of this application form.
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Thank you for applying to be part of the Aukaha team.