

Candidate Declaration Form



This information is being collected to ensure that Barnardos New Zealand can recruit the most suitable candidates. The treatment of any information provided will comply with the Privacy of Information Act 1993. The information will be stored in secure files and some elements will be held on computer storage disk. This information may be corrected at any time by you.

Please complete the following application form.

Position Applied For:	
How did you learn of this vacancy?	

Have you worked for Barnardos before, or previously interviewed for a role? Yes No If yes, when and what role?

Are you legally entitled to work in New Zealand? (i.e. as a citizen / permanent resident) Yes No

Do you have a current Work Permit or Visa? Yes No

If you replied Yes to the above question, please attach a copy with this form

A Personal Details

First Name(s):		Surname:	
Preferred Name:		Ethnicity:	
Home Address:			
Postal Address: (if different from above)			
Email Address:			
Daytime Telephone No:	()	Cellphone:	
Evening Telephone No:	()	May we contact you at work?	Yes <input type="checkbox"/> No <input type="checkbox"/>

B Attendance Record

Have you been absent from work for a continuous period of more than two weeks, other than for annual holidays in the past two years _____

If yes, give details:

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Do you have any commitments or interests, which may interrupt your regular attendance at work? e.g. territorial training _____

If yes, give details:

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C Fitness to Undertake Work

The following information is required to assist Barnardos New Zealand to meet its obligations under the Health and Safety in Employment Act 1992, and the Injury Prevention, Rehabilitation and Compensation Act 2001 and to assess your ability to perform the duties of the position safely and to ensure that you are not in a position where you could be placed in a situation of harm.

Please answer all of the following questions in the context of the position applied for. (further information on the tasks of the position, can be found on the position description)

Do you have any medical condition (including impairment) or injury that may affect your ability to effectively carry out the functions and tasks of the position applied for? Yes No

If yes, give details:

Have you in the past or do you suffer from any conditions that might contribute to overuse injury such as OOS or RSI? Yes No

Have you in the past or do you suffer from any back injury or back strain? Yes No

If you answered yes to either of the above, please give details and advise if there is any assistance you would require to work safely in the position applied for.

(Please answer these questions accurately as misrepresentation may not entitle you to ACC Compensation, and if employed, may constitute grounds for dismissal).

D Transport

Do you:

Have you a current driving license? Yes No

If yes, what type of driving license? Restricted Full Learners

Have you any current or pending endorsements? Yes No

if yes, please provide details

Have you any current or pending demerit points or drivers license restrictions (including convicted traffic offences)? Yes No

If yes, please provide details

E Disclosures

As you are applying for a position that requires a high level of trust and confidence, you are required to advise whether you have ever been convicted of any criminal offence, or are awaiting the hearing of criminal charges.

As part of the Employment Screening process, all shortlisted candidates are required to complete a "Consent to Disclosure of Information" form relating to criminal convictions.

The Criminal Records "Clean Slate" Act 2004 gives people the right, if they meet set conditions, to withhold information about their past criminal convictions. If you are uncertain if this applies to you, please carefully read the information on the back of the Consent to Disclose Information (NZ Police check) form.

Applicants may not be employed as a core children's worker if they have been convicted of a specified offence listed in Schedule 2 of the Vulnerable Children's Act 2014, unless they obtain an exemption. The "Clean Slate" Act 2004 will not apply to these specified offences and these offences will be included in your NZ Police Vetting Results.

Have you ever been convicted of a criminal offence in New Zealand Yes No
or in any other country?

Are you awaiting sentencing or do you have charges pending? Yes No

Have you ever been discharged without conviction for an offence? Yes No

If you answered "Yes" to any of the above questions, please provide details of the type of offence and date:

Additional Disclosures: Children's Worker Positions - Additional Information will be provided to Barnardos as part of the Police Vetting requirements under the Vulnerable Children's Act 2014. This includes Police Investigations, Domestic Violence and Family Violence information.

Police Investigations

Have you ever been the subject of a police investigation, including as a victim, which didn't lead to a criminal conviction? Yes No

If you answered "Yes" to the above question, please provide details of the type of investigation and date:

Working with Children

Has there ever been any cause for concern regarding your conduct with children? Yes No

Please include any disciplinary action taken by any employer in relation to your behavior with/to children? If you answered "Yes" to the above question, please provide details of the type of incident and date:

Core Children's Workers check - Family Violence (Applicants for Residential Homes)

To the best of your knowledge have you ever had any allegation made against you which has been reported to, and investigated by Child Youth and Family? Yes No

If you answered "Yes" to the above question, please provide details of the type of investigation and date:

F Additional Information

Please detail any additional information that you would consider might be relevant to your application that has not been provided for elsewhere on this form?

G Declaration

I understand that all information provided by me, including my curriculum vitae/resume, references and any tests will be held by Barnardos New Zealand to be used for the purpose of evaluating my qualifications, experience and suitability for employment.

I have disclosed any illness or injury, which I believe, might affect my capacity to safely undertake the duties involved in this position.

I declare that the information I have supplied is given voluntarily and is, to the best of my knowledge, true, accurate and complete in all respects. I understand that if I withhold relevant information or supply false or misleading information my application may not be further considered. I also understand that my employment may be terminated if, after investigation, Barnardos New Zealand discovers that any information I have provided is false or misleading.

Signature:

Date: