

EXTERNAL APPLICATION FORM



1 POSITION DETAILS

Position applied for

Vacancy number

2 APPLICANT'S DETAILS

Family name

Email

First names

Telephone

Preferred name

Cell phone

Present position

Address

3 REFERENCES

- Please nominate THREE referees who are able to verify your knowledge/skills/experience as outlined in your CV.
- One referee should be your current immediate supervisor or a recent supervisor (last 12 months).
- Referees may be contacted at any time after the short-listing stage. By signing the declaration at the end of his application form you are authorising the New Zealand Police to contact these referees, and acknowledging that the information they provide will be supplied in confidence as evaluative material.

Name #1

Organisation

Relationship to applicant

Contact number

Name #2

Organisation

Relationship to applicant

Contact number

Name #3

Organisation

Relationship to applicant

Contact number

4 FUTURE COMMITMENTS

If you have any current or future commitments (e.g. booked travel, study, or court commitments, etc.) that may impact on your availability to participate in this appointment process and/or that may impact on your commencement date, should you be the preferred applicant, please specify.

5 COUNTRIES OF RESIDENCE

Please list any countries you have lived in permanently in the past:

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6 INTEGRITY CHECKING

In accordance with the exception contained in section 19(3)(d)(iii) of the Criminal Records (Clean Slate) Act 2004 (I have made an application for employment as a police employee), NZ Police require you to declare all criminal convictions.

Have you ever appeared before any court, or have any previous criminal or civil convictions, traffic offences (including speeding tickets) impending charges, diversions, discharges, or warnings for offences or expected to be involved in any litigation in NZ and/or overseas (including youth offending)?

Yes ☐

No ☐

Have you ever been the subject of an employment investigation or had a disciplinary action taken against you for any reason (including court martial)?

Yes ☐

No ☐

Is there anything that may reflect negatively on your application i.e. issues relating to family members/friends which cause you concern, or where police have attended any incidents that have involved you)?

Yes ☐

No ☐

If yes to any of the above, please provide details:

If any special conditions apply to your work permit, please specify:

8 HEALTH STATUS

Do you have an injury or psychological or medical condition, including those caused by gradual process, disease or infection (e.g. hearing loss or occupational overuse syndrome) or any other disability, which may affect your ability to perform the duties of the position satisfactorily OR pose a risk of harming yourself or another person, including the risk of infecting another person with an illness?

Yes ☐

No ☐

If yes, please provide details and describe any facilities, technical aids, equipment or adaptations to the workplace that you would require to:

- Be able to satisfactorily carry out the duties of this position.
- You believe would be required to effectively eliminate, isolate, or minimise the risks identified.

7 RIGHT TO WORK IN NZ

- To work at NZ Police you must be legally entitled to work in NZ. People on a valid work permit may only be employed on a temporary basis.
- If you are selected for an interview, please bring a certified copy of your work permit/visa with you.

NZ citizen ☐

Australian citizen ☐

NZ resident ☐

Other:

Do you hold a current work permit?

Yes ☐

No ☐

Expiry date:

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9 SPECIAL REQUIREMENTS

Please describe how you meet the special requirements and qualifications (write N/A if not applicable):

10 DECLARATION

- I declare that the information given in this application is true and correct to the best of my knowledge.
- I acknowledge the purpose of this application form and the material associated with it is to assist in assessing my suitability for the position I am applying for.
- I authorise the selection panel to contact the referees I have nominated above seeking verbal and/or written information for the purpose of validating my suitability for the position I am applying for.
- I understand that the information provided to the selection panel by my referees is supplied in confidence and that it is evaluative material that will not be disclosed to me.
- I acknowledge that if I give any incorrect or misleading information or omit any information during the appointment process, I may be disqualified from consideration or, if appointed and this is subsequently discovered, I may be liable for dismissal.
- I understand that should I be the preferred applicant, my appointment may be subject to review and the "Recommendation for Appointment" form as it relates to me as the preferred applicant may be copied and made available to reviewing members.

Applicant's name

Date

Signature

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The following information as well as your chronological CV (4 pages max) will be used to assess whether you meet the position requirements. Please provide specific evidence that demonstrates your skills, knowledge and abilities relevant to the vacancy.

11 CORE COMPETENCIES

Please describe how your experience meets core competencies required for this position in no more than 650 words:

12 TECHNICAL SKILLS

Please describe how you meet the technical criteria required for this position in no more than 320 words per section:

Technical skill #1:

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Technical skill #2:

Technical skill #3:

Technical skill #4: