

NON-TEACHING POSITION APPLICATION FORM

Please post or email to: Caretaker Position
 Tauranga Primary School
 31 Fifth Avenue
 Tauranga 3110
 business@tauranga.school.nz

Position applied for: School Caretaker – 40 hours per week

PERSONAL DETAILS

Surname			
Given names			
Preferred name			
Address			
Date of birth			
Contact details	HOME		WORK
	MOBILE		EMAIL

Present Position

Business / Organisation	
Date appointed	
Position title	

Qualifications

	Type of qualification	Date received	Received from

CONFIRMATION

1	<p>I certify that the information given in this application is, to the best of my knowledge, true and correct. I understand that the claims made in my application may be checked.</p> <p>I understand that if I have supplied incorrect or misleading information, or have omitted any important information, I may be disqualified from appointment, or if appointed, may be dismissed.</p>	YES	NO
2	<p>In accordance with the Privacy Act, I authorise the board of trustees to:</p> <ul style="list-style-type: none"> Obtain further information from the referees listed in this application, and I consent to the referees disclosing such information to the board Obtain information in relation to my application from persons not listed as referees, and I consent to these persons disclosing pertinent information to the board. 	YES	NO
3	<p>STUDENT SAFETY [Cross out the statement that does NOT apply to you]</p> <ul style="list-style-type: none"> I have never been the subject of a complaint about the safety of a child/young person I have been the subject of a complaint about the safety of a child/young person. <i>Please give dates and details:</i> 		
4	<p>OFFENCES AGAINST THE LAW [Cross out the statements that does NOT apply to you]</p> <ul style="list-style-type: none"> I have never been convicted of an offence against the law (excluding minor traffic convictions). I have no pending charges of an offence against the law. I have been convicted of an offence against the law. <i>Please give dates and details:</i> I have pending charges of an offence against the law. <i>Please give dates and details:</i> 		
5	I know of no reason why I would not be suitable to work with children or young people.	TRUE	FALSE

.....
Applicant's signature

.....
Date

REFEREES

Please provide the names and contact details of three referees below. Referees' reports are confidential to the Board.

REFEREE'S DETAILS

Full name				
Position				
Relationship to the applicant				
Contact details	PRIVATE		WORK	
	MOBILE		EMAIL	

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Full name				
Position				
Relationship to the applicant				
Contact details	PRIVATE		WORK	
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