



## APPLICATION FOR EMPLOYMENT

**PO Box 1748, Rotorua, New Zealand**

**Ph (07) 349-5831 Fax (07) 347-0958**

**www.redstagtimber.com**

**Email to: Kelly.Robinson@redstagtimber.co.nz**

*The answers and statements in this application for employment with Red Stag Timber Ltd form part of the employment agreement. This must be personally completed and signed by the applicant. Please returned marked as CONFIDENTIAL. Your details will be shared with the Human Resources Team and relevant hiring managers only.*

### PERSONAL INFORMATION

Title: ☐ Mr ☐ Mrs ☐ Miss ☐ Ms

Date: \_\_\_\_\_

First Name: \_\_\_\_\_ Surname: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_ Email: \_\_\_\_\_

Position Applied for: \_\_\_\_\_

Available for: ☐ Day Shift

☐ Night Shift

☐ Weekend Dayshift

☐ Weekend Nightshift

Further availability comments:

### IMMIGRATION STATUS (If not a New Zealand/Australian Citizen)

Are you legally entitled to work in New Zealand (e.g. citizen, permanent resident, work permit/visa)?

☐ Yes ☐ No

Which corresponds to your current immigration status?

New Zealand Residency ☐ Yes

Work Visa/Permit ☐ Yes Exp. Date:

If appointed, originals & expiry dates will need to be sighted and photocopied before your commencement.

### EDUCATION & QUALIFICATIONS

School/Institute/ University/ National Certs completed	Years attended (e.g. 2010 – 2012)	Qualifications obtained

Are you willing and able to undertake training during your employment if required? ☐ Yes ☐ No



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### PREVIOUS EMPLOYMENT

Please complete for your last three positions.

From DD/MM/YY	To DD/MM/YY	Company Name	Position Held	Reason for leaving

Have you ever worked at Waipa Sawmill? ☐ Yes ☐ No

How did you find out about this vacancy? \_\_\_\_\_

### REFEREES

Please provide contact details of two referees who are able to report on your recent employment history and work ethic (**one should be your current or latest line manager**).

Referee: \_\_\_\_\_ Company: \_\_\_\_\_  
Position: \_\_\_\_\_ Phone: \_\_\_\_\_  
Mobile: \_\_\_\_\_ Email: \_\_\_\_\_  
Relationship i.e. Manager: \_\_\_\_\_ Duration: \_\_\_\_\_  
Did you report directly to this person? ☐ Yes ☐ No

Referee: \_\_\_\_\_ Company: \_\_\_\_\_  
Position: \_\_\_\_\_ Phone: \_\_\_\_\_  
Mobile: \_\_\_\_\_ Email: \_\_\_\_\_  
Relationship i.e. Manager: \_\_\_\_\_ Duration: \_\_\_\_\_  
Did you report directly to this person? ☐ Yes ☐ No

Once advised I am the preferred candidate, I give permission for Red Stag Timber to contact the referees provided above.

☐ Yes ☐ No



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### HEALTH DECLARATION

Do you have any health conditions that may affect the performance of your duties? ☐ Yes ☐ No

Have you had a work related injury, covered by ACC? ☐ Yes ☐ No

**If you have answered yes** to any of the above questions, please outline the details. *These will be treated confidentially, and considered with regards to relevance to carrying out the duties and responsibilities of the role applied for.*

Do you consent to a pre-employment drug test? ☐ Yes ☐ No

Do you consent to a pre-employment medical test? ☐ Yes ☐ No

Do you agree to ongoing health monitoring (at least annually) if you are successful in your application for employment with Red Stag Timber? ☐ Yes ☐ No

### GENERAL

Do you have any other obligations or commitments that may affect your attendance or work performance? ☐ Yes ☐ No

Have you been dismissed, or agreed to resign from a position? ☐ Yes ☐ No

Have you been convicted of a criminal offence relating to drugs, or assault, or received a prison sentence? ☐ Yes ☐ No

**If you have answered yes** to any of the above questions, please outline the details. *These will be treated confidentially, and considered with regards to relevance to carrying out the duties and responsibilities of the role applied for.*

### DECLARATION

I declare that the information I have given is correct and understand that any incorrect or misleading information may lead to disqualification, or if appointed, to termination of employment.

I consent to the organisation seeking verbal or written information about me from referees listed on this application form and authorise the information sought to be released to Red Stag Timber.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

### COMMENCEMENT DATE

Earliest date able to commence duty, if successful? \_\_\_\_\_