

# Application Form

**CONFIDENTIAL**

**Note** The completion of this form does not indicate that there is any obligation on Brodie European to engage the applicant

**Purpose** The information is collected for the purpose of assessing your suitability for employment with Brodie European which may include subsequent changes in employment with the business

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Position Applied For \_\_\_\_\_

Date of Application \_\_\_\_\_

Full Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Contact Numbers Home \_\_\_\_\_ Work \_\_\_\_\_

Mobile \_\_\_\_\_

Email Address \_\_\_\_\_

a) What is your highest level of qualification?  
\_\_\_\_\_

b) Please list two previous positions with current or most recent job first: (write "refer CV" if these details in full are contained in your CV)

Date Employed \_\_\_\_\_ Date Left \_\_\_\_\_

Employer \_\_\_\_\_

Position \_\_\_\_\_

Suburb & City \_\_\_\_\_

Reason For Leaving \_\_\_\_\_

Date Employed \_\_\_\_\_ Date Left \_\_\_\_\_

Employer \_\_\_\_\_

Position \_\_\_\_\_

Suburb & City \_\_\_\_\_

Reason For Leaving \_\_\_\_\_

c) What is your current or most recent salary/hourly rate? [include any bonuses like health insurance, shares, car allowance, etc]

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What would your remuneration expectation be for the role you are applying for?

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d) Referees: please list two - preferably previous employers (write "refer CV" if these details in full are contained in your CV)

Name \_\_\_\_\_

Position \_\_\_\_\_

Company \_\_\_\_\_

Contact Phone or Email \_\_\_\_\_

Name \_\_\_\_\_

Position \_\_\_\_\_

Company \_\_\_\_\_

Contact Phone or Email \_\_\_\_\_

e) Are you happy for these references to be contacted?

Yes  No

f) Rate your skill level with desktop computer applications: (eg. word processing, spreadsheets)

None  Beginner  Intermediate  Advanced

Please list the software applications you can comfortably and proficiently use:

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g) Do you have a current driver's licence?

Yes  No

If yes, what type/class? \_\_\_\_\_

h) Do you have any demerit points or special conditions?

Yes  No

i) Do you have any cases pending?

Yes  No

j) Have you been convicted of a criminal offence or have any matters pending before the Courts?

Yes  No

If yes, what are/were these? \_\_\_\_\_

\_\_\_\_\_

k) Are you prepared to work overtime if required?

Yes  No

l) Do you have any medical or physical condition which could prevent you carrying out any of the tasks required?

Yes  No

If yes, please give brief details \_\_\_\_\_

m) Can you think of anything not already outlined above that may affect your regular attendance at work or ability to carry out any of the tasks required?

Yes  No

If yes, please give brief details \_\_\_\_\_

n) If your application is successful, when are you available to begin employment?

\_\_\_\_\_

o) Due to the nature of some of the work undertaken a police check may be required. Do you consent to this taking place if required?

Yes  No

p) Do you consent to the Organisation retaining the information contained in this application form for the purposes of considering your suitability for any other position which may arise with this Organisation in the future?

Yes  No

I declare that:

- (i) I am legally entitled to work in New Zealand;
- (ii) All representations made in my resume and in relation to my application for employment, whether oral or in writing, as to my qualifications and experience, are true and complete;
- (iii) I have not failed to disclose any matter which may materially influence any decision to employ me. This includes, but is not limited to, any termination of my employment at the initiative of any previous employer, and the reasons for any such termination.
- (iv) I understand that if any false or misleading information is given, or material fact suppressed, I will not be employed, or if I am employed, my employment will be terminated
- (v) I also understand that any false information given in relation to my medical history with regards to gradual process, disease or infection can result in my loss of entitlement for any compensation from ACC

Signature of Applicant \_\_\_\_\_

Date \_\_\_\_\_