

# Application for Employment

## Personal Details

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

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

Contact phone numbers: Home ( ) \_\_\_\_\_ Cell: \_\_\_\_\_

Email: \_\_\_\_\_

**Please Attach your Curriculum Vitae.** This must include:

- Teaching qualifications (please provide certified copies)
- Other relevant qualifications/training (please provide certified copies)
- A record of your teaching / management experience
- The names and contact details of three professional referees
- Comments on the following:
  - The church you are currently attending, and how long you have been there
  - How you are involved in Church and other Christian activities

**Please also attach:**

- A signed copy of the 'Statement of Special Character';
- A signed copy of the 'Statement of Faith';
- Your Pastor/Minister's letter;
- Any other supporting documents that you feel would support your application

## Special Character Criteria

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The Special Character at Cornerstone Christian School is implemented throughout the curriculum, and not just in blocks of scripture teaching, all staff at Cornerstone are required to support and uphold the Special Character as expressed in the Integration Deed of Agreement.

Please read and attach a signed copy of the Statement of Special Character and Statement of Faith to this document.

### **Pastor's Letter of Attestation**

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Please attach to your application letter a letter from your senior pastor/minister attesting to your current Church membership and involvement.

### **Immigration Information**

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Nationality: \_\_\_\_\_ Country of Birth: \_\_\_\_\_

Are you a permanent New Zealand citizen? Yes / No (delete as applicable)

If not, do you have a Resident status? Yes / No (delete as applicable)

Or, a current Work Permit? Yes / No (delete as applicable)

### **New Zealand (NZ) Teacher Registration / Payroll**

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Teacher Registration Number (TRN): \_\_\_\_\_ Expiry Date: \_\_\_\_\_

Registration Status (Circle One): Full / Provisional / Subject to Confirmation

Are you already registered on the NZ Ministry of Education Payroll? Yes / No

If Yes, Payroll Number (6 Digits): \_\_\_\_\_

I authorise the Board undertake a Police Vetting.  
Privacy Protocols will be followed. Yes / No

Is there any pending action that could affect your police vet  
or teacher registration status? Yes / No

Have you been subject to any investigations based on any  
allegations brought to the board to Trustees? Yes / No  
If so, what was the outcome?

### **Official Information**

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Have you had any criminal convictions?  
(excluding minor traffic offences) Yes / No

If yes, please provide date and details of offence(s) together with any comments you wish to make:

Please note: (1) that you may be asked to provide a copy of the relevant court records available from the registrar of the court concerned. (2) Failure to provide correct and true details of any conviction or reason for possible unsuitability will make you liable for dismissal from employment by Cornerstone Christian School Board should you be the successful applicant.

Have you ever been the subject of any concerns involving child safety?      Yes    /    No

Have you ever taught or worked under a different name?      Yes    /    No

I **am not** a member of a union/I **am** a member of NZEI/PPTA      (delete as applicable)

Have you had any injury or medical condition caused by gradual process, disease or infection, such as occupational overuse syndrome which the tasks of this job may aggravate or contribute to?      Yes    /    No

If Yes, please provide details:

### **Additional Information**

Marital Status: \_\_\_\_\_

Other relevant family details: \_\_\_\_\_

### **Vulnerable Children's Act 2014**

Prior to being interviewed you are required to provide 'Proof of Identity'.  
Forms of Proof of Identity include Passport photo, change of name documentation, etc.

### **Completion of Application**

I agree to the Principal or delegate of Cornerstone Christian School contacting referees.

I testify that the information shown on this page is accurate, complete and truthful.  
Failure to disclose information or inaccurate information may result in your employment being withdrawn.

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