

## APPLICATION FOR EMPLOYMENT

This is an application for employment with Mangapapa Church (Union Parish). The application form is a source of information, which will assist Mangapapa Church in considering your suitability for the position for which you are applying. If successful in obtaining employment, such information requested will form part of your Employment Agreement with Mangapapa Church (Union Parish).

Please send the completed Application for Employment, CV, covering letter and any other relevant information to:  
 Ministry Settlement Board, MUP Office, PO Box 314, Gisborne 4010 or email: [office@mup.org.nz](mailto:office@mup.org.nz)

What position are you applying for?

Where did you see the position first advertised? Or who referred you?

### Personal Information

First Names

Surname

Address:

Phone:

Home:

Work:

Mobile:

Emergency Contact:

Name:

Phone:

Mobile:

Marital Status:

Date of Birth:

Email:

### Work Status

Are you legally entitled to work in New Zealand?

Yes

No

You will be required to provide evidence of your entitlement to work in NZ (i.e. birth certificate, passport or work permit)

### Personal History

Past and Present Employment and Volunteer experience, details may be shown on an attached CV.

Certifications & Qualifications. List any gifts, training, education or other qualifications that have prepared you for ministry. *(Please continue on additional page if required)*

**Hobbies, Interests & Skills**

**Ministry Information & Experience**

Churches attended in the last 5 years including contact information, dates attended and ministry/voluntary contributions. Please include and clearly outline your current church.

In a brief paragraph, please outline your spiritual journey including how you became a Christian. *(Continue on additional page if required)*

**Work Related Referees**

Please provide the names of at least two referees, excluding relatives, who could provide a reference for you.

Name of Person to Contact	Relationship to you (Minister/Employer/Neighbour/Friend)	Phone Number

I consent to Mangapapa Church seeking verbal or written information about me from representatives of my previous employers and/or referees and authorise the information sought to be released for the purposes of ascertaining my suitability for the position I am applying for. I understand that the information received by Mangapapa Church is supplied in confidence as evaluative information, and as such will not be disclosed to me.

Signature	Date:
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Driving Licences			
<b>General</b>		Yes	No
If Yes, Number:		Class & License Version #	
Has your Driver Licence been cancelled within the last five years?		Yes	No
Is there any matter pending which could affect the status of your Driver Licence?		Yes	No
If Yes, give details			

Medical Questionnaire			
Do you require corrective lenses or contact lenses?		Yes	No
Do you have any hearing disability?		Yes	No
Are you allergic to bee stings, aspirin or any other medication? <i>Please circle</i>		Yes	No
Do you suffer from asthma, epilepsy, black outs, or seizures? <i>Please circle</i>		Yes	No
Do you suffer from diabetes, heart problems, blood pressure, heart disease/ condition? <i>Please circle</i>		Yes	No
Do you require or carry prescription medication?		Yes	No
If Yes, give details			
Have you claimed Accident Compensation in the last 12 months?		Yes	No
If Yes, give details			
Do you have any injuries, illness or any known conditions which may affect your ability to effectively carry out the functions and responsibilities of the position applied for?		Yes	No
Details if applicable			
Do you agree to undergo a pre-employment medical and drugs test?		Yes	No
Do you agree to undergo an ACC pre-employment check		Yes	No

Additional Information			
Do you agree to undergo a Police Check?		Yes	No
Are you currently involved in any legal actions before the courts, or have any legal actions pending against you?		Yes	No
If Yes, give details			
If your application is successful, when could you start work?			
Is there anything else we should know?		Yes	No
If Yes, give details			

<b>Declaration</b>			
I,		(full name)	
<ol style="list-style-type: none"> <li>1. Declare that the answers to the questions in the application are true and correct and I understand that the information requested within this application form is sought to establish my suitability for the position that I am applying and that if I do not provide such information then this application for employment may be rejected.</li> <li>2. Authorise any screening processes Mangapapa Union Parish sees fit to exercise in considering this application. I understand this process may include employer references and checking of criminal and medical records, as well as any social media platforms/sites I engage with.</li> <li>3. Note that any offer of employment does not constitute an employment agreement until a separate agreement has been evidenced in writing and signed by Mangapapa Union Parish and myself.</li> <li>4. Am not aware of any personal circumstance, medical condition or disability that would limit my ability to adequately perform the role for which I seek appointment.</li> <li>5. Accept that, should my application be successful, the foregoing information will form part of my contract of employment and falsification of any information is grounds for dismissal.</li> <li>6. By returning this application electronically it is acknowledged that I fully agree with the above declaration. Applicants invited to an interview will be required to sign this declaration</li> </ol>			
Signature		Date:	