



Application to participate in the Pacific Trades Partnership

Application requirements

This form should be completed, signed and returned to the Labour Sending Unit office in your home country.

You must include all the following documents with this form:

- A verified/notarised photocopy of your passport or travel document ID page (which must be valid for at least three months past the date you plan to leave New Zealand).
- Two recent passport-size photographs attached to this form at 'Section A: Applicant's personal details'.
- A copy of your current CV detailing your employment and education including:
 - Relevant Work History
 - Formal qualifications e.g. School, polytechnic, university, trade certificates etc.
 - Informal qualifications e.g. 'in-house' workplace training workshops or short courses
- Any other documentation you wish to supply in support of your application, as described in the application guide.

Character requirements

You are required to declare in this application if you have ever been convicted of, charged with, or investigated for anything against the law of any country. You are also required to declare if you have ever been deported, refused entry, or removed from any country. You are also required to declare any conflict of interest with any participating Labour Sending Unit.

During the assessment of the character requirements of your application, you may be asked to provide a police certificate as evidence of your good character.

When filling in this form, please write clearly in English using CAPITAL LETTERS. When a question requires you to select an option, place a tick in the check box to indicate your selected answer.

Section B: Contact Details

All applicants must complete this section

B1 Your residential address and telephone number in your home country

Address | _____
| _____ |

Telephone (daytime) | _____ | Telephone (evening) | _____ |

Fax | _____ | Email | _____ |

B2 Name and address for communication about this application

Same as address at **B1** ,

or as below

Family/last name _____

Given/first name(s) _____

Company name (if applicable) and address

Address | _____
| _____ |

Telephone (daytime) | _____ | Telephone (evening) | _____ |

Fax | _____ | Email | _____ |

B3 Do you authorise the person stated at **B2** to act on your behalf? Yes No

Section C: Employment and qualifications

All applicants must complete and attach a current CV – template provided.

C1 If you are currently employed, provide details

Employer's name | _____ |

Employer's address | _____ |

Telephone | _____ | Email | _____ |

Your position: | _____ |

C2 Complete and attach a current Curriculum Vitae (CV)

You **must** attach a detailed CV to this form including the following information:

- **relevant work history:** For each job held in the past five years, please attach a job description or detail: company name; period of employment; the position you held; the tasks or responsibilities of this position; the skills, knowledge or attributes required to carry out the above tasks and responsibilities
- **formal qualifications,** Please include a verified/notarised copy of any formal qualifications you have received e.g. school leavers certificate or national examination results, polytechnic or university diploma, trade certificates
- **informal qualifications,** e.g. "in house" workplace training workshop certificate of participation, workplace skills logbook or professional development register etc.

C3 Employee References

Please provide the following references to support your application, using the supplied applicant work reference form.

If you are an employee within a company, where possible you will need to supply us with:

References from employers you have worked for over the past five years.

Evidence of a current first aid certificate or evidence of First Aid unit standards.

OR

If you are self-employed you need to supply us with:

References from each of the following people (where possible):

at least two clients

engineer

architect

building inspector /other officials

C4 Self-assessment checklist

This section is designed to confirm your construction skills, based on the worker profiles provided.

If you already have the skill described, place a tick in the box beside the listed skill.



If you do not have the skill described, place a cross in the box beside the listed skill.



If you are not sure about the skills described, place a question mark in the box beside the listed skill.



C4: Self-assessment checklist (✓ × ?)

1. Safety on Work Sites	
Indicate if you have the skill	
Safety	
Scaffolding	
STMS / Dogman	
Hand Tools	
Power Tools	
Bench Saws	
Tool Box Talks	

2. Preliminaries	
Indicate if you have the skill	
Site Establishment	
Site Set out	
Levelling	
Demolition	
Waste Management	
Documentation	
Sub Trades	

3. Supervision / Education	
Indicate if you have the skill	
Safety	
Preliminaries	
Foundations	
Floor Systems	
Structure	
Roof Structure	
Exterior Cladding	
Interior Fit-out	

4. Foundations / Concrete / Timber / Block	
Indicate if you have the skill	
Excavation	
Formwork	
Reinforcing	
Concrete	
Piles	
Poles	
Blockwork	

5. Floor Systems	
Indicate if you have the skill	
Suspended Timber Floors	
Slab on Ground	
Suspended Concrete Floors	
Ramps	
Concrete Stairs	

6. Structures	
Indicate if you have the skill	
Timber Framing	
Timber Framing Pre-nail	
Metal Framing	
Precast Concrete	
Structural Steel	
In-situ Concrete	

7. Roof Structures	
Indicate if you have the skill	
Timber Trusses	
Metal Trusses	
Pitched Roofs	
Commercial Gutters	
Flat roofs	

8. Exterior Envelope	
Indicate if you have the skill	
Cavity Systems	
Exterior Joinery	
Cladding	
Roofing	

9. Interior Finishings	
Indicate if you have the skill	
Straightening	
Thermal Insulation	
Sound Insulation	
Internal linings	
Joinery	
Trim	
Hardware	
Interior Fit-out	

10. Landscaping / Site Works	
Indicate if you have the skill	
Driveway / Paths	
Fencing	
Retaining walls	
Pergolas	
Decks	
Paving	

11. Using Power Tools	
Indicate if you have the skill	
Compound Mitre Saw	
Circular Saw	
Planer	
Reciprocating Saw	
Gas Powered Nail Gun	
Angle Grinder	
Belt Sander	
Drill	

12. General Skills	
Indicate if you have the skill	
Hand Tools	
Reading plans	
Repair work	
Maintenance work	
Teamwork	

C5 Drivers Licence

Do you hold a current motor vehicle drivers licence?

Yes please attach a copy of your licence with this application

No

Please state any restrictions that apply to your licence if applicable

Section D: Character details

D1 Have you been:

- convicted Yes No
- charged Yes No
- under investigation Yes No

for any offence(s) against the law in any country?; or have you been:

- deported from any country Yes No
- excluded (refused entry) from any country Yes No
- refused a visa by any country Yes No
- removed from any country Yes No

We will advise you if we need you to submit any further information related to your health situation such as medical reports, test results etc.

Section G Declaration by applicant

I understand the questions and contents of this form, and the information I have provided is true and correct.

I will inform the Labour Sending Unit (LSU) of any relevant fact or change of circumstances that may affect the decision on my application.

I authorise the LSU to share the contents of this application with Immigration New Zealand (INZ), its contractors and relevant government agencies in my home country and in New Zealand if required for the purposes of assessing my application to participate in the Pacific Trades Partnership.

I authorise the LSU, Immigration New Zealand and its contractors for the purposes of the Pacific Trades Partnership to make any enquiries it considers necessary in respect of information provided on this form in order to make a decision on this application. I authorise any agency that holds information (including personal information) relevant to those matters to disclose that information to the LSU and INZ.

If I am accepted into the Pacific Trades Partnership, I understand I am responsible for making sure I leave New Zealand before my visa expires and that if I do not I will be liable for deportation.

If I am accepted into the Pacific Trades Partnership, I understand that any breach of my limited visa conditions will result in me becoming liable for deportation and I will be deported from New Zealand.

Signature of applicant | _____ | **Date** | ____|____|____|____|____|____|____|
dd/mm/yyyy

Application Checklist:

- Signed and completed copy of this form
- Two passport-sized colour photos
- Copy of your passport identification page
- Current CV
- Copies of formal or informal qualification documents to support your application
- Reference Form for each reference person to support your application