

**APPLICATION FOR EMPLOYMENT**

**Airport Authority Cook Islands**

PO Box 90, Avarua, Rarotonga

Ph: 682 25-890, email: hr@airport.gov.ck

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| *It is the Airport Authority Cook Islands’ policy to employ the best qualified personnel and provide equal opportunity for the advancement of employees including promotion and training and not to discriminate against any person because of race, colour, national origin, sex or marital status. The information contained in this form is used for no other purpose and will be treated as confidential.* | | | | | | | | | | | |
| 1. **POSITION APPLIED FOR** | | | | | | | | | | | |
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| 1. **PERSONAL INFORMATION OF APPLICANT** | | | | | | | | | | | |
| **Title (Mr/Mrs/Ms/Miss)** | | |  | | **Last Name:** | | |  | | | |
| **Given Name(s):** | | |  | | | | | | | | |
| **Other Name(s) known by:** | | |  | | | | | | | | |
| **Date of Birth:** |  | | | **Place of Birth:** | | | |  | | | |
| **Age:** |  | Gender: | | Male  Female | | | | | Nationality: | |  |
|  | | | | | | | | | | | |
| **Address:** |  | | | | | | | | | | |
|  | | | | | | | | | | |
| **Landline phone:** |  | | | | | Mobile: |  | | | Fax: |  |
| **Email:** |  | | | | | | | | | | |
| **Ethnic Group:**  □Cook Is Maori □Cook Is Maori born overseas □Of Cook Is decent  □Other, (please specify)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | | | |
| 1. **GENERAL INFORMATION** | | | | | | | | | | | |
| **WHAT ARE YOUR AREAS OF SPECIAL INTEREST?** | | | | | | | | | | | |
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| **DO YOU HAVE ANY PROMINENT SKILLS?** | | | | | | | | | | | |
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| **HAVE UNDERGONE ANY SPECIAL TRAINING?** | | | | | | | | | | | |
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| 1. **EDUCATION HISTORY –** please provide proof of educational qualifications attained (e.g. CISC, NCEA) | | | |
| Secondary Schools Attended | **Dates** | | Examination Results/Qualifications | |
| From | To |
|  |  |  |  | |
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| 1. **EMPLOYMENT HISTORY –** List below employers you have worked for over the last five (5) years, starting with the most recent one. This does not apply if you are a recent school-leaver | | | | | | | | | | | | | |
| **DATE (Month/Year)** | | **NAME OF EMPLOYER** | | **ADDRESS** | | | **POSITION** | | | | | **REASON FOR LEAVING** | |
| FROM: | |  | |  | | |  | | | | |  | |
| TO: | |
| FROM: | |  | |  | | |  | | | | |  | |
| TO: | |
| FROM: | |  | |  | | |  | | | | |  | |
| TO: | |
| FROM: | |  | |  | | |  | | | | |  | |
| TO: | |
| 1. **PERSONAL REFEREES –** Please list two (2) references | | | | | | | | | | | | | |
| Full Name: |  | | | | | | | | | | | | | |
| Position: |  | | | | | | | | | | | | | |
| Company: |  | | | | | | | | | | | | | |
| Address: |  | | | | | | | | | | | | | |
| Email address: |  | | | | Phone Number: | | | |  | | | | | |
|  | | | | | | | | | | | | | | |
| Full Name: |  | | | | | | | | | | | | | |
| Position: |  | | | | | | | | | | | | | |
| Company: |  | | | | | | | | | | | | | |
| Address: |  | | | | | | | | | | | | | |
| Email address: |  | | | | Phone Number: | | | |  | | | | | |
| 1. **COOK ISLANDS DRIVER’S LICENCE –** *Please provide copy of your driver’s licence* | | | | | | | | | | | | | |
| * Do you have a current Cook Islands Driver’s Licence | | | | | | | | | | | YES | | NO | |
| If YES, tick appropriate Class  **A**  **B**  **C**  **D** | | | | | | | | | | |  | |  | |
| * Are you able to drive both a manual and automatic motor vehicle? | | | | | | | | | | | YES | | NO | |
| 1. **HEALTH** | | | | | | | | | | | | | |
| * Do you have any medical condition(s) that may prevent you from doing this job, please stipulate if you have? | | | | | | | | | | | YES | | NO | |
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| 1. **CRIMINAL CONVICTIONS –** *please submit along with this application form, your criminal history check information from either the Police or the Ministry of Justice. If you have been residing overseas within the last 10 years of the date of this application, you are required to obtain criminal history check information from the relevant authorities of those countries.* | | | | | | | | | | | | | |
| * Have you been convicted of a criminal offence? | | | | | | | | | | | YES | | NO | |
| If **YES**, please explain number and type of offences. Note: if you have been convicted of a serious crime recently, your application may not be considered. | | | | | | | | | | | | | | |
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| 1. **CONSENT TO OBTAIN INFORMATION** | | | | | | | | | | | | | |
| I authorise the company to obtain references to support this application and release the company and referees from any liability caused by giving and receiving such information. | | | | | | | | | | | | | | |
| 1. **DECLARATION** | | | | | | | | | | | | | |
| I confirm that the information given on this form is, to the best of my knowledge, true and complete. Any false statement may be sufficient cause for rejection or, if employed, immediate dismissal. | | | | | | | | | | | | | | |
| APPLICANT’S SIGNATURE: | | |  | | |  | | DATE: | |  | | | | |