



## APPLICATION FORM

### IMPORTANT INFORMATION – PLEASE READ

A covering letter, current CV, completed application form and proof of identity (photocopy of either your driver's licence or passport) must be submitted. Submit your application by email to [enquiries@igis.govt.nz](mailto:enquiries@igis.govt.nz)

We treat all applications for employment in the strictest confidence.

### Personal Information

Surname: \_\_\_\_\_ Title: \_\_\_\_\_  
First names: \_\_\_\_\_ Known as: \_\_\_\_\_  
Previous names: \_\_\_\_\_

### Contact Details

Mailing address: \_\_\_\_\_  
Permanent address:  
(if different from  
above) \_\_\_\_\_  
Mobile phone: \_\_\_\_\_ Home phone: \_\_\_\_\_  
Email address: \_\_\_\_\_

### Birth and Nationality

Date of birth: Day: \_\_\_\_\_ Month: \_\_\_\_\_ Year: \_\_\_\_\_  
Place of birth: \_\_\_\_\_ (town) \_\_\_\_\_ (country)  
Citizenship at birth: \_\_\_\_\_  
Current citizenship: \_\_\_\_\_

Date of change to NZ  
citizenship:  
(if applicable)

Date of arrival in NZ:  
(if applicable)

NZ Residency Status:  
(if not a NZ citizen)

Year Granted :

Dual nationality:  
(if yes please specify)

Yes

No

Passport number:

Country of issue:

## General Information

### Criminal Record:

*(Please note: the Criminal Convictions (Clean Slate) Act does not apply when an application is made for employment in a position involving the national security of New Zealand).*

Do you have a criminal record?  Yes  No

If yes, please provide details including conviction, date/s and outcome:

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### Security Clearance:

Have you ever held a Government security clearance?  Yes  No

If yes, please state the country, organisation, level of clearance and year issued:

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### Health:

Do you suffer from any injury, ailment or recurring medical condition which may affect your work performance or your regular attendance at work; or which may adversely affect the health and safety of yourself or others?  Yes  No

Do you have any medical conditions or physical disabilities which mean that you would, or could, be impaired in carrying out the full requirements of the position?  Yes  No

If you ticked 'Yes' to any of the above questions, how would we reasonably accommodate your injury, illness, medical condition or disability to ensure you are able to carry out the functions of the position in a reasonably safe manner?

## Other Applications

Have you previously applied for a role with the OIGIS?  Yes  No

Or any other intelligence organisation?  Yes  No

If yes, please state which **agency**, the **position** you applied for and **date of application**:

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### Declaration:

*Please note: If you give any information throughout the application process which you know to be false, or if you withhold relevant information, this may lead to your application being rejected, or, if you have already been appointed, to your dismissal.*

I declare that the information I have given is, to the best of my knowledge and belief, true and complete and acknowledge that this information may be used for pre-employment security, and recruitment due diligence checks.

Signature: \_\_\_\_\_

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

Thank you for completing your application – please ensure that you have your cover letter, current resume and proof of identity attached to this application prior to submitting it.