HESKETH HENRY - EMPLOYMENT APPLICATION FORM

To be completed personally by the Applicant.

This Employment Application Form is a source of information which will be used by Hesketh Henry to assist it in considering your suitability for the position for which you are applying. This form and the information contained in it will form part of our records. Failure to supply the information would prejudice our ability to assess your suitability for the position and your application may be discontinued. If requested, we will destroy this information if you are an unsuccessful candidate. Please note that this is not an offer of employment and your completion of this form does not indicate that employment will be offered to you.

Position						
Position applied for						
Personal Details						
Full Legal Name						
Preferred Name						
Address						
Telephone Numbers	Home:		Work:	Mobile:		
Email						
Can you be contacted at work	?	Yes / No				
Entitlement to work	in New	/ Zealan	d			
Are you legally entitled to work	k in New	Zealand?	Yes / No			
If this is by way of a work visa	, please բ	provide the f	following information:			
Full name on passport						
Country of passport						
Passport No.						
Visa type						
Expiry						
Please also provide us with a copy of the visa and ensure we can view the original visa/passport it was copied from if required.						
Qualifications						
Please detail your current qualifications						
If you are admitted as a lawye	r, please	detail your	date(s) of admission and the	e jurisdiction(s) in which you are admitted in		
Are you studying towards any	additiona	al qualification	ons?			
Yes / No						
If yes, please give of	letails:					



Employment History

Are you currently	employed?					
Yes / N	о					
If yes:	Where are you employed?					
	How long for?					
	What is your current job title?					
	How much notice must you give?					
	Do you have a restraint of trade provision?					
	Do you have a non-solicitation provision?					
	What is your present base salary?					
	What additional benefits are you entitled to?					
If no:	Where were you last employed?					
	How long for?					
	What was your job title?					
	What was your base salary?					
	What additional benefits were you entitled to?					
	Reason for leaving?					
Please give detai	Is of any other work/employment which may be relevant					
Have you ever wo	orked for Hesketh Henry before?					
Yes / N	o					
If yes, p	please give details:					
If you are offered	employment by Hesketh Henry when could you commence?					
General						
	physical or psychological condition or impairment that could impact on your ability to safely or efficiently s of the role you are applying for, or may be aggravated by the duties of the role?					
Yes / N	o					
If yes, p	If yes, please give details:					
Have you ever be breach the Crimir	een convicted of any criminal offence (except those convictions where our asking you to declare them would nal Records (Clean Slate) Act 2004)?					
Yes / N	o					
If yes, p	please give details:					
Are you being inv	restigated by the Police or any other Government agency, or awaiting the hearing of charges in a court of law?					
Yes / N	lo					
If yes, p	please give details:					



Have you by such a		plined by any professional body (e.g. a Law Society) or are you awaiting any hearing				
	Yes / No					
	If yes, please give details:					
Do you ha	ive any relatives or know any p	erson currently employed by Hesketh Henry?				
	Yes / No					
	If yes, please give details:					
Have you	ever previously held or applied	for a position with Hesketh Henry?				
	Yes / No					
	If yes, please give details:					
Are you flu	uent in English, written and spo	ken?				
	Yes / No					
Are you at	ole to speak or write and any of	ther languages in addition to English?				
	Yes / No					
	If yes, please give details:					
Do you ha	ive secondary employment or a	any interests that may conflict with your ability to perform the role you are applying for?				
	Yes / No					
	If yes, please give details:					
Are you cu	urrently or have you ever been	declared bankrupt?				
	Yes / No					
	If yes, please give details:					
How did yo recruiter e		Hesketh Henry (e.g. word of mouth, website, Hesketh Henry employee, LinkedIn,				
		ng the information contained in this Application Form for the purposes of considering the may arise with this firm in the future?				
	Yes / No					
As Hesket	th Henry operates a trust accou	int, do you authorise us to carry out a credit check on you if required?				
	Yes / No					
Refere	es and CV					
I have pre	pared my own CV or have sigh	ted and approved the content of the CV provided on my behalf.				
If we have		mation please provide Hesketh Henry with the details of three referees and their email bers. Work related referees who can speak to your work capabilities are preferred.				
Referee O	one: Name					
	Position					
	Organisation					
	Contact Details					



Referee Two:	Name				
	Position				
	Organisation				
	Contact Details				
	Contact Details				
Referee Three	: Name				
	Position				
	Organisation				
	Contact Details				
DECL	ARATION				
1		(full name) agree, confirm and declare the following:			
1.	I completed this Emp	oyment Application Form personally.			
2.	My CV, answers in this Employment Application Form, any other information I have provided (or that has been provided on my behalf) in the course of the application and/or interview process are true, complete and accurate.				
3.	I understand that if I have given any false or misleading information, or have omitted any material fact, I will not be offered employment, or if I am employed, my employment could be cancelled or terminated.				
4.	I agree that this Employment Application Form, and the information contained in it, will form part of Hesketh Henry's records.				
5.	Hesketh Henry can use this Employment Application Form for considering my suitability for the position I am applying for or for any other positions for which I may be suitable.				
6.	If I am employed by Hesketh Henry, this Employment Application Form, and the information contained in it, may also be used by Hesketh Henry during my employment.				
7.	I authorise Hesketh Henry to collect information from any third party about me including, but not limited to, credit reference agencies, the referees named on this form, the ADLS and/or the New Zealand Law Society.				
8.	I understand that my nominated referees will receive assurances that no information they provide the Hesketh Henry will be disclosed to me.				
9.	In the course of processing my application I agree that information may be created by Hesketh Henry or its Partners or employees and may include interview notes, evaluation reports, memoranda of telephone conversations etc. Records of this type will at all times be the property of Hesketh Henry and will not be disclosed to me except at the absolute discretion of Hesketh Henry.				
10.		form is not an offer of employment and my completion of this form does not nent will be offered to me.			
11.		n entitled to have access to the information contained on this form, except any exemption provided by the Privacy Act 1993.			
Signed		Date			

