

PROGRESSIVE MEATS LTD**P** +64 6 873 9090**F** +64 6 879 9176**W** www.progressivemeats.co.nz**Plant** 118 Kelfield Place, Hastings, Hawke's Bay, New Zealand**Postal** PO Box 36, Hastings 4156, New Zealand**2.0 APPLICATION FORM****PERSONAL DETAILS**

Title (Mr/Mrs/Miss/Other)	First Name (s)	Surname
Are you known by any other names		Date of Birth
Street Address/Postal Address		Town
City	Email Address	
Contact Telephone Number	Mobile Phone Number	

GENERAL INFORMATION

Have you ever been convicted of an offence or do you have any charges pending?	YES/NO	If yes, please give brief details.	
Do you consent to Progressive Meats obtaining information from the NZ Police regarding your criminal history?	YES/NO		
Are you a citizen of New Zealand?	YES/NO	If no, do you have the right of permanent residence or a work permit?	YES/NO
Are you currently pursuing any further education or self improvement studies?	YES/NO	Are you prepared to complete in- house study if required?	YES/NO
Do you intend on engaging in other paid work whilst employed in this position?	YES/NO	Do you consent to a pre employment Hearing and Drug Test	YES/NO
Have you any annual leave booked? When?	YES/NO		
Are there any outside activities which may prevent you from working your rostered shifts?	YES/NO	If yes, please give brief details	
Are you prepared to work in all departments? (Lamb Slaughter, Lamb boning, Venison)	YES/NO	Have you ever worked shifts before?	YES/NO
Are you prepared to work overtime	YES/NO	Are you prepared to work Dayshift and Nightshift?	YES/NO
Are you prepared to work the weekend shift: Friday, Saturday, Sunday and Monday night?	YES/NO	If your application is accepted, when could you commence employment?	

CURRENT EMPLOYMENT (or most recent)

Company Name	Company Address	
Town	City	
Position Held	From	To
Key Responsibilities		
Reasons for leaving		

BRIEFLY OUTLINE WHAT SKILLS AND ATTRIBUTES YOU HAVE TO OFFER PROGRESSIVE MEATS.

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EDUCATION DETAILS

Name of School	Attended From	To
School Address		
Qualifications Achieved/Other Achievements		

FURTHER/OTHER EDUCATION

Name of School/College/Institute/Training establishment	Attended From	To
Address		
Qualifications Achieved/Other Achievements		

PREVIOUS EMPLOYMENT (Most recent first)

Company Name	Company Address	
Town	City	
Position Held	From	To
Key Responsibilities		
Reasons for leaving		

Company Name	Company Address	
Town	City	
Position Held	From	To
Key Responsibilities		
Reasons for leaving		

Company Name		
Town	City	
Position Held	From	To
Key Responsibilities		
Reasons for leaving		

Please attach a sheet of A4 paper to this application, detailing other employment, if you have insufficient space above.

OTHER RELEVANT INFORMATION

(Please use this space to tell us about any other skills or experience that you may think is relevant to your application)
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REFEREES

Please include your last employer and indicate if we may contact these referees prior to a job offer being made			
Name & Address of Referee	How do they know you?	Telephone Number	Contact
			YES/NO
			YES/NO
			YES/NO

HEALTH

At Progressive Meats Limited, we take the Health and Safety of our team members and customers very seriously. Please review the specific position description for the role for which you are applying and inform us of any illnesses, conditions or injuries that you may have which may affect your ability to undertake the tasks described or which may affect safe food processing.					
Do you have any issues performing any of the following tasks:					
Standing for long periods					YES/NO
Kneeling					YES/NO
General lifting					YES/NO
Use of machinery					YES/NO
Climbing stairs or ladders					YES/NO
Are you allergic to, or have any sensitivity to any substances or chemicals (e.g. dermatitis, cleaning materials, etc)?					YES/NO
Do you smoke?					YES/NO
Have you ever suffered a back injury or back strain?					YES/NO
Have you ever suffered from any overuse injuries e.g. RSI or OOS?					YES/NO
Are you currently taking any drugs or medicine?					YES/NO
How many days absence from work or school have you had due to sickness in the last 12 months? Please circle one below.					
0 – 2	3 - 5	6 - 10	11 - 15	16 – 20	Over 20
Please give details of any other condition that may affect your ability to safely and effectively carry out the functions and responsibilities of the position applied for.					

AUTHORISATION & DECLARATION

I authorise Progressive Meats Limited to contact my referees as indicated above. (Please note we will always contact your most recent employer, however, we will abide with your wishes detailed above as to when we do so).

I authorise and direct ACC to supply Progressive Meats Limited with a full report of any claims for compensation that I have made that may affect my ability to perform this job

I am applying for employment with Progressive Meats Limited and I declare that my answers above are true and correct in every respect and I understand that if I have withheld information or given false statements and I am subsequently employed, I may be dismissed.

I agree that Progressive Meats Limited may use this information for human resources purposes, including the assessment of my application for employment and maintenance of my employee file if I am successful. I agree that they may retain this information in accordance with the Privacy Act 1993.

Signed _____

Dated _____

To be included with your application you need:

A current CV	<input type="checkbox"/>
2 forms of ID	<input type="checkbox"/>
ACC record	<input type="checkbox"/>

Please ring ACC on 0800 101 996