



Flying Kiwi

Driver / Guide Application form

Note: Please note applicants are required to have New Zealand Residency or a work visa and a full New Zealand Drivers licence with a minimum of Class 2 and a "P" (Passenger endorsement). A first aid qualification is also necessary. Due to the volume of applications we will not be replying to applications who don't meet the above criteria.



How to complete this form:

Please complete this form on your computer, resave it, attach and email to: humanresources@flyingkiwi.com

Please attach a recent passport sized photograph of yourself to both postal and email applications.

PERSONAL INFORMATION		
Date of Application:		
Surname:		
Title (Mr, Mrs, Miss, Ms, Other):		
First names:		
Address:		
Telephone Number Home:		
Telephone Number Daytime:		
Date of Birth:		
Nationality on Passport:		
Email address:		
Date available for work:		
If an overseas resident in NZ, please state the date & your entitlement to work:		
EDUCATION		
Tertiary:		
Dates from/to:	Name/Address of University/College:	Qualifications obtained:
1.		
2.		
3.		
Secondary:		
Dates from/to:	Name/Address of Secondary School:	Qualifications obtained:
1.		
2.		
3.		
Other qualifications and specialist training/development courses e.g. First Aid and leadership:		

Languages: Give full details of all languages spoken, standard achieved etc.	
DRIVING EXPERIENCE:	
Please attach a copy of your licence(s)	
Class:	
Date passed:	
Expiry date:	
Car:	
Driving experience: Please give full details of driving experience & vehicle type:	
Please give details of any accidents, convictions or driving disqualifications:	
Please give details of any mechanical experience:	
ACCOUNTANCY / BOOK KEEPING	
Please provide any relevant experience or qualifications:	
HEALTH	
To the best of your knowledge are you fit to perform the duties involved in the position applied for?	
Would you be willing to have a medical examination if deemed necessary?	
Are you currently having medical treatment? If YES then please detail:	
Please state any past or present medical conditions or treatment:	
EMPLOYMENT HISTORY	
Present Employer	
Company Name and Address:	
Job Title:	
Present Salary:	
Date commenced:	
Period of notice required:	
Details of duties:	

Reason for leaving:	
Previous Employer 1	
Company Name and Address:	
Job Title:	
Present Salary:	
Date commenced:	
Details of duties:	
Reason for leaving:	
Previous Employer 2	
Company Name and Address:	
Job Title:	
Present Salary:	
Date commenced:	
Details of duties:	
Reason for leaving:	
Previous Employer 3	
Company Name and Address:	
Job Title:	
Present Salary:	
Date commenced:	
Details of duties:	
Reason for leaving:	
Previous Employer 4	
Address:	
Job Title:	
Present Salary:	
Date commenced:	
Details of duties:	
Reason for leaving:	
REFERENCES	
Please give the names, contact details and relationship of two referees (1 x employer, 1 x character). Please state the job title of your character reference.	
A (Employer)	

Name:		
Address:		
Phone/Email:		
B (Character) Please not your Character reference should NOT be from a friend or family member.		
Name:		
Address:		
Phone/Email:		
Do you know anybody employed by Flying Kiwi either in the past or present?		
PRACTICAL SKILLS		
Summarise job skills acquired and specialist training received:		
What qualities do you have which most suit you to the job for which you are applying?		
Have you ever been convicted of a criminal offence? If yes please provide details:		
TRAVEL EXPERIENCE		
Please list below any journeys undertaken, indicating your reasons for travelling and how you travelled (e.g.: independently or organised, primary means of transport etc). Please continue on a separate sheet if necessary.		
Dates (from/to):	Places visited:	Comments:
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
PERSONAL STATEMENT		
In your own words (no more than 200) please state the qualities you feel are needed to be a tour leader/driver:		

GENERAL	
What are your main interests, sports and hobbies?	
What organisations or societies do you belong to?	
Do you have any part time jobs? If so please give details:	
Future training? (please give details of any courses you intend to pursue):	
TOUR LEADER SCENARIOS	
Customer Service: You arrive at your camp after a long days driving and find that the allocated camp spaces aren't immediately available. The camp site owner suggests the group could be split or cramped into a smaller area. What is your immediate reaction, and how could this be avoided in the future?	
Problem Clients: You are leading a tour with a mix of nationalities and ages. The clients are separating in quite distinct groups and don't seem to be sharing the workload fairly at dinner times and during set up. How do you handle this issue of dynamics now and for the remainder of the tour?	
Logistics: You arrive at the dolphin swimming activity to find they have overbooked and only a few of the clients can take this option. The weather isn't looking great and people are keen to do something. It is 9am and you have a full day to fill until you are due to leave for Christchurch. What would be your next step and what issues are raised?	
DECLARATION	
I certify that to the best of my knowledge the information provided is correct. I understand that the position, if offered, will be on the condition that the information on this form is correct.	
Signature:	Date:

If sending form via email please check box:

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