## **Member Registration Form**

Company Details	
Company Name	
Street Address	
Postal Address	
Personal Details	
Contact Name	
Phone Number	
Mobile Number	
Email Address	
Staffing Needs	
	ment, a member of the BSCNZ will be in touch to discuss your ongoing staff requirements.  confirm that any new employees sourced through
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The BSCNZ, in partnership with the Ministry of Social Development, can now assist members with their staffing needs.







## The BSCNZ will ensure potential candidates:

- Are screened and fully understand the requirements of the role
- Have the physical attributes required to undertake the role
- Are willing and able to work
- Have the required level of written and oral communication skills
- Have sufficient literacy skill to read, understand and follow instructions
- Are willing and able to train toward a national qualification relevant to the role with the support of their employer
- Have the necessary transport to get to and from work
- Have undergone a Ministry of Justice check

## The BSCNZ will also:

- Assist the candidate to register with Careerforce
- Provide a qualified assessor to facilitate and verify training
- Reimburse the employer for the wages paid during the first six weeks of employment at minimum wage for 30 hours per week
- Pay the employer \$500 when the candidate achieves the milestones of three months and six months of continuous employment
- Facilitate the provision of driver training, if applicable

## A BSCNZ member will:

- Advise BSCNZ of any employment vacancies
- Provide a minimum of 30 hours of paid work per week for each individual
- Agree that the new employee will enrol in the Careerforce level 2 cleaning qualification
- Release and pay the new employee to complete the training programme
- Monitor the new employees progress and support them with their training and workplace induction
- Send BSCNZ a copy of the signed employment contract
- Provide the necessary progress reports to BSCNZ in a timely manner when due

Providing all your commercial cleaning staffing needs

Please complete, sign and return the form on the reverse page to info@bsc.org.nz.