

Member Registration Form

Company Details

Company Name	
Street Address	
Postal Address	

Personal Details

Contact Name	
Phone Number	
Mobile Number	
Email Address	

Staffing Needs

On signing this agreement, a member of the BSCNZ will be in touch to discuss your ongoing staff requirements.

I _____ confirm that any new employees sourced through the BSCNZ Work Broker Programme will;

- Have employment agreements that provide for a minimum of 30 hours paid work per week
- Be registered with Careerforce with the view of achieving a level 2 qualification, at the commencement of employment
- Be released to attend any upfront training programmes
- Be monitored and supported by the employer to ensure the qualification is completed and that the employment is sustainable

I also confirm that as an employer, we will;

- Advise BSCNZ of employment vacancies
- Submit any required documentation to BSCNZ in a timely manner
- Supply relevant feedback on candidates
- Pay the employee while attending training

Name _____

Position _____

Signature _____

Date _____

Need staff? Contact BSCNZ Now

The Building Service Contractors
Association Work Broker Programme



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.