NEW ZEALAND IMMIGRATION

Work Visa Guide

A guide to applying for a work visa

Apply for your visa online – it's faster & easier

The fastest and easiest way to apply for a work visa is online. Once you have your documents prepared, it should take less than 15 minutes to complete the online application form. Your employer can help you complete the form, but they can't provide you with immigration advice.

Explore your options and apply online at **www.immigration.govt.nz/work**

Information about this guide

This guide will help you to complete the form *Work Visa Application (INZ 1015)*. It will give you information about coming to New Zealand to work and help you to understand the requirements you need to meet if you want to work in New Zealand.

You should read this guide before completing the application form. The guide gives you information about:

- how to decide which visa you need to apply for
- what evidence you need to provide with your application form.

Do you need a visa to work in New Zealand?

You do not need a work visa to work in New Zealand if one of the following applies to you.

- You are a New Zealand citizen.
- You hold a New Zealand residence class visa.
- You hold a special temporary (diplomatic, consular or official) visa.
- You are an Australian citizen.
- You hold a current Australian permanent residence visa.
- You hold a current Australian resident return visa.
- You hold a military visa.
- You are intending to undertake work in New Zealand that is not considered to be employment (see 'What work is not considered to be employment?' on page 2).

If you are the holder of a current Australian permanent residence visa or a current Australian resident return visa, you will need an NZeTA to travel to New Zealand.

For more information about the NZeTA and how to request one visit **www.immigration.govt.nz/nzeta**

Where do you send your application and documents?

For information about where to send your application, how much to pay and how long a decision may take, see **www.immigration.govt.nz/fees**

GENERAL INFORMATION

What is a work visa and what does it allow?

A work visa allows you to work in New Zealand for a limited amount of time.

You can apply for a work visa before travelling to New Zealand. A work visa granted offshore will allow you to travel to the New Zealand border. When you arrive, an immigration officer will check that you meet all the conditions of your visa to be granted entry permission to work in New Zealand.

You can also apply for a work visa once you are already in New Zealand. Whether you apply onshore or offshore, your work visa may include travel conditions allowing a single entry (valid for one journey) or multiple entry (valid for more than one journey).

What is on a work visa?

A work visa will state the expiry date of your visa, the expiry date of your travel conditions (if you have any), and the conditions of your visa. The conditions may include:

- the type of employment
- the employer's name
- where in New Zealand you can work
- the minimum remuneration level you must receive
- the requirement that you provide evidence of remuneration if required.

What is 'employment'?

Employment includes self-employment and means any activity undertaken for 'gain or reward', except for those activities described below under 'What work is not considered to be employment?'

'Gain or reward' includes any payment or benefit that can be valued in terms of money, such as board and lodging, goods (eg food or clothing) and services (eg transport). This applies whether the payment or benefit for the activity is provided by a New Zealand citizen or residence class visa holder or an overseas resident.

Employment in New Zealand includes employment on board any vessel within New Zealand's territorial sea or any vessel registered in New Zealand operating within New Zealand's exclusive economic zone. If a research vessel operating within New Zealand's territorial sea is not registered in New Zealand, it must have formal consent from the New Zealand Ministry of Foreign Affairs and Trade before undertaking any research.

Commercial sexual services

No person who holds a temporary visa (including a work visa) or limited visa may provide commercial sexual services, or operate or invest in a business which provides commercial sexual services.

What work is not considered to be employment?

There are some kinds of work that we do not consider to be employment under immigration instructions. You may undertake these activities while holding a visitor visa. You will only have to get a work visa if there is a time limit on the activity you are engaged in, and you need to be in New Zealand for a longer period.

These are the activities that we do not consider to be employment.

- Representation on an official trade mission recognised by the New Zealand Government.
- Employment as a sales representative of an overseas company in New Zealand for a period or periods no longer than a total of three months in any calendar year.
- Activity in New Zealand as an overseas buyer of New Zealand goods or services for a period or periods no longer than a total of three months in any calendar year.
- Official business in the service of any government, or of any inter-governmental or international organisation that is entitled to any privileges and immunities under the Diplomatic Privileges and Immunities Act 1968.
- Business consultations or negotiations in New Zealand on establishing, expanding, or winding up any business enterprise in New Zealand, or carrying on any business in New Zealand, involving the authorised representatives of any overseas company, body or person for a period or periods no longer than a total of three months in any calendar year.
- Study or training under a scholarship or other award recognised by the Minister of Immigration.

Who can you include in your application?

You cannot include anyone else on your application form. If your partner, your children, your parent/legal guardian, or anyone else will accompany you to New Zealand, they must apply separately for the type of visa they need.

Part-time work

If you are a visitor or student in New Zealand and wish to work part time, you may apply for a variation of conditions. You will need to complete the form *Application for a Variation of Conditions or a Variation of Travel Conditions (INZ 1020)*.

How long can you stay and work in New Zealand?

Some work instructions specify the duration that visas can be granted for, others are linked to the duration of your offer of employment. If no maximum stay is specified in the information on specific instructions, work visas can be granted for a maximum stay of three years.

If your work visa is nearing expiry, you may be eligible for a further visa as long as you continue to meet the requirements of the relevant immigration instructions. You should check current visa requirements and your eligibility for the visa category you intend to apply for, before you apply. Some requirements may affect your eligibility for a further visa.

Tax obligations while working in New Zealand

If you are planning to work in New Zealand, you will need an IRD number. All your tax, entitlement and personal details are linked to this number, which is unique to you. This is administered by Inland Revenue, New Zealand's tax service.

Go to **www.ird.govt.nz/irdnum-individuals** to find out what supporting information you will need to include in your IRD number application and how to apply for an IRD number online.

How much does a work visa cost?

For information about fees and levies:

- see our *Fees Guide (INZ 1028)*
- see our website **www.immigration.govt.nz/fees**.

What rules must employers meet?

All employers who want to employ foreign workers or students to work in New Zealand must comply with relevant employment and immigration law. Generally, this includes:

- paying employees no less than the appropriate adult or youth minimum wage or other contracted industry standard
- providing a job offer that is not a result of any payment asked of or received from the employee
- meeting holiday and special leave requirements or other minimum statutory criteria, (e.g. occupational safety and health obligations),
- only employing people who have authority to work in New Zealand.

An employer may not employ a person who holds a temporary visa or a limited visa to provide commercial sexual services.

Will you be eligible for publicly funded health care in New Zealand?

The Ministry of Health determines eligibility for publicly funded health care in New Zealand. To see if you are eligible visit the Ministry of Health website **www.health.govt.nz/eligibility**.

People covered by New Zealand's reciprocal health agreements with Australia and the United Kingdom are entitled to publicly funded health care for immediately necessary medical treatment only.

If you seek health care when you are in New Zealand you should carry your passport so that health providers can check whether you are eligible for publicly funded health care. We strongly recommend that you arrange comprehensive health insurance for your stay in New Zealand.

Importing your car, boat, and/or household items

You may be able to bring your car, boat, and/or household items to New Zealand free of Customs charges. For detailed information on restrictions, and to find out if you must pay Customs charges, see the New Zealand Customs Service website **www.customs.govt.nz**. For enquiries, email **feedback@customs.govt.nz**, or telephone:

- 0800 428786 (within New Zealand)
- +64 9 3005399 (outside New Zealand).

VisaView

It is an offence for an employer to employ a person who is not entitled to work for them in New Zealand. One way for employers to avoid committing this offence is to check a person's entitlement to work with INZ's online VisaView system. The sharing of information through VisaView is authorised by legislation.

It is also an offence for an education provider to allow a person to undertake a course of study if they are not entitled to do so. If you enrol for a course of study while you are in New Zealand, your education provider may use VisaView to verify your entitlement to study in New Zealand.

If you believe that an employer or education provider has been given the incorrect information via VisaView you may contact the Immigration Contact Centre (0508 558 855) to request correction of that information.

Interim visas

If we haven't made a decision on your work visa application when your current visa expires, we will normally grant you an interim visa. We will tell you by email or letter whether we grant you one. You don't need to apply for an interim visa and there is no fee.

The interim visa will let you stay in New Zealand while we make a decision on your application. Its conditions (including whether you can work) will depend on the type of visa you hold and the type of visa you have applied for. Your interim visa will expire after 6 months if we haven't made a decision on your application in that time. If we decline your application, your interim visa will expire 21 days later.

WHAT DIFFERENT INSTRUCTIONS CAN YOU APPLY UNDER?

Work to Residence Instructions allow people whose skills and talents we want to work in New Zealand, and provide them with a way to get residence in New Zealand. See 'Work to Residence: Arts, Culture and Sports work visa requirements'.

Partnership Instructions allow the partners of New Zealand citizens or residents, and the partners of people who hold work or student visas to work temporarily in New Zealand. You should use the form *Partnership-Based Temporary Visa Application (INZ 1198)* to make an application for a partnership visa. The *Partnership-Based Temporary Visa Guide (INZ 1199)* contains more information about the requirements and evidence for a partnership visa.

Specific Purpose or Event Instructions allow people to come to New Zealand to work at a specific purpose or event for a particular period. See 'Specific Purpose or Event visa requirements'.

Horticulture and Viticulture Seasonal Work Stream includes a number of special instructions related to horticulture and viticulture seasonal work (planting, maintaining, harvesting, or packing crops). You cannot apply for a visa under these instructions using the *Work Visa Application*. For more information about these instructions, see **www.immigration.govt.nz/work**.

Religious Worker Instructions facilitate the entry of religious workers to provide New Zealand communities the opportunity to practise, maintain and advance their religious beliefs. See 'Religious Worker visa requirements'.

Foreign Crew of Fishing Vessels Instructions provide for the grant of work visas to foreign crew on New Zealand fishing vessels. See 'Foreign Crew of Fishing Vessels visa requirements'.

Students and Trainees Instructions facilitate the entry of certain overseas students and trainees to gain practical work experience in New Zealand as part of their studies. See 'Student and Trainee visa requirements'.

Free Trade Agreement special work instructions facilitate the entry of nationals of certain countries who are qualified and experienced in specific occupations and who have a genuine New Zealand job offer in that occupation. See 'Free trade agreement special work visa requirements'.

Requirements for all visas based on employment

If you are applying for a work visa based on a job offer in New Zealand, you must provide details of your employment, including an offer of employment in writing. All offers of employment must be genuinely obtained from the employer (not something you paid your employer for or your employer asked you to pay).

All offers of employment must contain:

- the name, address, telephone and email address of the employer, and
- the name and address of the person to whom the job is offered, and
- a full job description.

The job description must include all of the following:

- Job title or designation.
- Address of the place of employment if different from employer's address.
- Type of work, duties and responsibilities involved.
- Details of pay and conditions of employment.
- Any qualifications, experience or training required.
- Confirmation of whether or not registration in New Zealand is required.
- Duration of the job.
- How long the offer of employment is open.

If you are applying for a Specific Purpose or Event work visa which requires a job offer, you must submit a completed *Employer Supplementary Form (INZ 1113)* from your employer, with your application. This will contain all of the information about your employment described above.

Employers can find more detailed information on our website at **www.immigration.govt.nz/employ-migrants**.

You must also provide evidence that you are qualified by training or work experience to do the job you have been offered. This evidence can be provided in the form of copies of your qualifications and/or written confirmation of your work experience from previous employers.

If the job requires registration by law in New Zealand, you must also show evidence that you have met, or are able to meet registration requirements.

In New Zealand, registration is required by law in order to undertake employment as one of the following:

Architect	Immigration adviser
Barrister	Line mechanic
Barrister and solicitor	Medical laboratory scientist/ technologist
Cable jointer	Medical laboratory technician
Chiropractor	Medical practitioner
Clinical dental technician	Medical radiation technologist
Clinical dental therapist	Nurses and midwives
Dental hygienist	Occupational therapist
Dental technician	Optometrist
Dental therapist	Osteopath
Dentist	Pharmacist
Dietitian	Physiotherapist
Dispensing optician	Plumber, gasfitter and drainlayer
Electrician	Podiatrist
Electrical appliance serviceperson	Psychologist
Electrical engineer	Real estate agent
Electrical inspector	Cadastral (land title) surveyor
Electrical installer	Teacher
Electrical service technician	Veterinarian
Financial adviser	
Note: Electrician – where a current 'Employer License' is held, an electrician working for that employer does not require individual occupational registration.	

If you intend to work in one of these occupations in New Zealand you must provide evidence you can meet the relevant registration requirements before we will grant a work visa.

Dental or medical professionals who hold confirmation in writing from the New Zealand Dental or Medical Councils that they meet New Zealand registration requirements subject only to attending an interview with a representative of the Council immediately after arrival may be granted work visas.

Your employer must have a history of compliance with all relevant employment and immigration law in force in New Zealand. For you to be eligible for a visa your employer must not be included on the Labour Inspectorate's list of non-compliant employers, available at **www.employment.govt.nz/employers-breaching-minimum-employment-standards**.

Work to Residence: Arts, Culture and Sports work visa requirements

You may be eligible for a multiple entry work visa current for up to 30 months if you are aged 55 years or under.

You must show us that you have 'exceptional talent' in a declared field of art, culture or sport. We will want to see evidence that:

- you have an international reputation and record of excellence in your declared field, and
- you are still prominent in that field, and
- your presence in New Zealand will enhance the quality of New Zealand's accomplishments and participation in that field of art, culture or sport.

Also, you must be supported by a New Zealand organisation of national repute in your declared field. A 'New Zealand organisation of national repute' is:

- a New Zealand organisation that has a nationally recognised record of excellence in a field of art, culture or sport, or
- a New Zealand organisation that has a nationally recognised record of excellence in fostering exceptional talent in a field of art, culture or sport.

You must also have a sponsor. The sponsor may either be the organisation supporting your application or an individual. For details of the requirements for sponsorship under these instructions, see our form *Talent (Arts, Culture and Sports) Sponsorship Form (INZ 1091)*.

How do I qualify for residence under Work to Residence: Arts, Culture and Sports Work Instructions?

If your application for a work visa under Work to Residence Instructions is successful, then, after you have held a work visa for 24 months, you may be eligible for a residence class visa. You will have to meet normal residence requirements, such as health and character requirements, as well as meeting the requirements for the instructions you applied under. When you lodge the residence application, you must be in New Zealand.

You may be eligible for residence if you have been actively engaged in your declared field of art, culture or sport. You must still be prominent in that field of art, culture or sport, and you must be supported by an organisation of national repute in your declared field. You must also have a sponsor. The sponsor may either be the organisation supporting your application or an individual.

You must not, since the grant of your visa under Arts, Culture and Sports Work Instructions, have applied for, or been granted, welfare assistance under the New Zealand Social Security Act 1964.

Specific Purpose or Event visa requirements

You may be eligible for a work visa under these instructions if you are coming to New Zealand for a specific purpose or event for a particular period. You must have demonstrated skills, attributes or expertise in areas relevant to that specific purpose or event that are likely to benefit New Zealand.

Your employment in New Zealand must not be likely to harm employment opportunities for New Zealanders.

If you are required to provide an offer of employment, you will also need to submit a completed *Employer Supplementary Form (INZ 1113)*.

The following people may be approved to come to New Zealand for a specific purpose or event.

Senior or specialist business people on short-term secondments. You must have an offer of employment either in a substantial New Zealand company or a New Zealand subsidiary of an overseas company.

People seconded to New Zealand as an intra-corporate transferee. You must be taking up a position in a multi-national company as a chief executive or senior staff member or specialist staff member.

People wishing to undertake business activities in New Zealand for a period exceeding three months in one year. You must be able to satisfy an immigration officer that you have genuine reasons for a longer stay, and documented evidence of these reasons will be required.

Migrant Investment Instructions principal applicants. You must be a principal applicant who lodged an application for residence under one of the two Migrant Investment categories who is investigating direct investment opportunities and making direct investments in New Zealand.

Sports referees, show, display or exhibition judges, non-accredited media and broadcasting personnel for major sporting events. You must produce a written invitation to referee, report on or broadcast sports events or judge shows, displays, or exhibitions or a schedule of events from an organisation in New Zealand.

Dance and music examiners of recognised international teaching institutions. You must have a written invitation or offer of employment to conduct examinations in New Zealand.

Installers or servicers of specialised machinery or equipment supplied by an overseas company. You must provide evidence that installing or servicing the equipment in New Zealand is a condition of purchase.

Performing artists, entertainers, film and video production crew, and associated support personnel who intend to engage in any form of private or public performance in New Zealand or work on any film or video production in New Zealand. You must complete a separate *Performing Artists, Entertainers and Entertainment Industry Personnel Work Visa Application (INZ 1187)*. For further information, see **www.immigration.govt.nz/entertainers**.

Sports people and professional sports coaches. You must be taking up a paid position in a New Zealand sports club and have a written offer of employment from that club.

Nurses from the Philippines seeking entry to obtain New Zealand occupational registration. You must have a job offer from a district health board and a letter from the Nursing Council confirming you have been accepted for the Competence Assessment Programme.

Other. You must be able to show that you need to come to New Zealand for some other specific purpose or event and that the circumstances justify the grant of a work visa under these instructions.

Religious Worker visa requirements

You may apply for a work visa if you are being sponsored by a registered charity whose primary purpose is advancing religion. The religious work you undertake must be recognised by INZ as directly serving the religious objectives of the sponsoring organisation.

A work visa under Religious Worker instructions may be granted for a period of up to two years to work with the same sponsoring organisation.

For details on the evidence you must provide see the *Work Visa Application (INZ 1015)*.

The organisation sponsoring your application for a work visa must be a charity registered with Charities Services:

- whose purpose is advancing religion, and
- who will cover your costs for accommodation and maintenance while in New Zealand, and repatriation.

The sponsoring organisation must complete a *Sponsorship Form for Religious Workers (INZ 1190)* and include:

- evidence of their financial ability to sponsor you for the duration of your visa, and
- a copy of an employment agreement and/or description of the religious work you will undertake.

Foreign Crew of Fishing Vessels visa requirements

You may apply for a work visa to work as a crew member on a fishing vessel operating in the New Zealand Exclusive Economic Zone. To do so, you must provide:

- a completed *Work Visa Application (INZ 1015)* form
- the application fee and immigration levy
- an employment agreement, in English and your own language, that meets the requirements of section WJ5.45.10 of the INZ Operational Manual
- (if applicable), a copy of the Approval in Principle (AIP) letter
- evidence that you have at least 12 months' work experience in a similar position and any other required qualifications and experience for the your position as specified in the AIP, or, in the case of non-AIP applications, the job description
- a written sponsorship agreement (*Sponsorship Form for Temporary Entry (INZ 1025)*), from either your New Zealand employer or employer's agent in New Zealand, stating that they will cover your accommodation, living expenses and the cost of travel back to your home country when you have completed your contract

If your employer does not require an AIP to employ you, then they must also submit a completed *Supplementary Form for Foreign Crew of a Fishing Vessel (INZ 1213)* form along with the required evidence with your work visa application.

Student and Trainee visa requirements

There are four groups of people who may be approved to come to New Zealand under Student and Trainee Instructions.

Religious trainees who wish to undertake a formal religious training programme in New Zealand

You must:

- have a written confirmation of a place and are sponsored by a religious organisation that meets the requirements for the provision of religious training
- meet our health and character requirements, and
- are not an 'officer' or 'nominated person' of the religious training institution that is sponsoring you.

Medical or dental trainees wishing to fulfil a compulsory training requirement by undertaking practical training in New Zealand

You must:

- be appropriately qualified and experienced, and
- have a letter of acceptance from a New Zealand hospital, and
- meet funds requirements, and
- not hold a student or visitor visa.

Students wishing to fulfil a course requirement

If you want to fulfil a course requirement by undertaking practical work experience in New Zealand that is directly related to your course of study, you must:

- be studying in your home country or lawfully in any other country (excluding New Zealand), and
- have the support of your education provider, and
- meet funds requirements, and
- have an offer of work from a New Zealand education provider or employer.

Jockeys aged 16 or over wishing to undertake an apprenticeship in New Zealand

You must have:

- an offer of employment from a New Zealand trainer, and
- a guarantee of maintenance and accommodation from New Zealand Thoroughbred Racing Incorporated, and
- a guarantee of repatriation from your New Zealand trainer should you not continue the apprenticeship.

Exchange schemes visa requirements

You may apply for a work visa to come and work in New Zealand as part of an exchange scheme. These may be:

- government-to-government schemes, such as working holiday schemes (see the 'The International/Humanitarian Stream', below), or
- other exchange schemes we have formally approved.

You can get details from our website at **www.immigration.govt.nz/work**, or contact your nearest INZ office. To arrange an exchange scheme contact your local INZ office.

The International/Humanitarian Stream

The International/Humanitarian Stream allows young people from other countries to work in New Zealand under working holiday schemes. Do not use the *Work Visa Application (INZ 1015)* if you want to apply under a working holiday scheme. You must apply online. See our website **www.immigration.govt.nz/whs**.

Other categories in the International/Humanitarian Stream allow New Zealand to meet its international and humanitarian obligations to the following groups of people:

- dependants of US Government personnel
- domestic staff of diplomatic and consular personnel
- domestic staff of seconded senior executives
- refugee status claimants
- protection status claimants
- victims of family violence
- the partners of holders of student visas who meet specific requirements

Victims of family violence, victims of people trafficking, and refugee or protection status claimants

Special work visas are available for these categories. For information see our website **www.immigration.govt.nz** or contact the Immigration Contact Centre on 0508 558 855.

Free trade agreement special work visa requirements

China Special Work Instructions and China Skilled Workers instructions: these instructions allow limited numbers of Chinese nationals who are qualified and experienced in certain occupations, and who have a genuine New Zealand job offer in that occupation to be granted a work visa. You must also meet normal requirements relating to health and character.

To apply you must complete the form *Work Visa Application for China Skilled Work Instructions (INZ 1158)*. For more information on these instructions, see our *Guide to Special China Immigration Instructions (INZ 1157)*.

Philippines, Vietnam, Indonesia and the Republic of Korea special work instructions: these instructions allow limited numbers of workers from the Philippines, Vietnam, Indonesia and the Republic of Korea who are qualified and experienced in specific occupations, to come to New Zealand to work for up to three years, depending on the length of the job offer.

If you are granted a work visa for less than three years, you may apply for a further visa for the balance of the period, as long as you still meet all the requirements of these instructions.

If you are granted a visa under these instructions and later wish to return here, you will need to remain outside of New Zealand for at least three years before you can apply under these instructions again.

Philippines Special Work Instructions: farm managers and engineering professionals applying for a work visa must be resident in the Philippines and apply through the appropriate receiving office in the Philippines; registered nurses may apply from any country through their nearest INZ office.

Occupation	Number of people able to hold a visa at any one time	Qualification requirement	Other requirement(s)
Philippines Special Work instructions			
Registered nurse	100	A qualification which has been assessed as equivalent to a New Zealand Bachelor of Nursing or Diploma in Comprehensive Nursing (diploma or hospital-based certificate)	New Zealand registration
Farm manager	20	A qualification and/or work experience relevant to the New Zealand job offer as a farm manager.	The job offer must be assessed as equivalent to ANZSCO* Skill Level 1.
Engineering professional	20	A bachelor degree (level 7 or above) qualification and registered on the International Professional Engineers Register or APEC Engineers Register, or a Washington Accord accredited engineering degree.	The job offer must be assessed as equivalent to ANZSCO* Skill Level 1. New Zealand registration where required.

Vietnam Special Work Instructions: Vietnamese chefs and engineering professionals applying for a work visa must be resident in Vietnam at the time they apply.

Occupation	Number of people able to hold a visa at any one time	Qualification requirement	Other requirement(s)
Vietnam Special Work instructions			
Vietnamese chefs	100	A qualification and/or work experience relevant to the New Zealand job offer as a Vietnamese chef.	The job offer must be assessed as equivalent to ANZSCO* Skill Level 3.
Engineering professional	100	A bachelor degree (level 7 or above) qualification and registered on the International Professional Engineers Register or APEC Engineers Register, or a Washington Accord accredited engineering degree.	The job offer must be assessed as equivalent to ANZSCO* Skill Level 1. New Zealand registration where required.

Indonesia Special Work Instructions: Indonesian chefs, Halal slaughterers and Bahasa Indonesia teachers' aides applying for a work visa must be resident in Indonesia at the time they apply.

Indonesia Special Work Instructions			
Indonesian chefs	100	A qualification and/or work experience, relevant to the New Zealand job offer as an Indonesian chef, as set out for this occupation in ANZSCO*.	The job offer must be assessed as equivalent to at least ANZSCO* Skill Level 3.
Halal slaughterers	20	A qualification and/or work experience, relevant to the New Zealand job offer as a Halal slaughterer, as set out for this occupation in ANZSCO*.	The job offer must be assessed as equivalent to at least ANZSCO* Skill Level 4.
Bahasa Indonesia teachers' aides	20	A qualification and/or work experience, relevant to the New Zealand job offer as a Bahasa teachers' aide, as set out for this occupation in ANZSCO*.	The job offer must be assessed as equivalent to at least ANZSCO* Skill Level 4.

*ANZSCO is the Australian and New Zealand Standard Classification of Occupations.
INZ uses Version 1.2 of the ANZSCO. To view the ANZSCO see our website:
immigration.govt.nz/anzsco

Republic of Korea Special Work Instructions: citizens of the Republic of Korea applying for a work visa for any of the occupations below must be resident in the Republic of Korea at the time they apply. The number of work visas granted under these instructions at any one time, must not exceed 50 in respect of any occupation listed below and must also not exceed 200 in total.

Occupation	Requirements
Biomedical Engineer	One of the following qualifications: • Relevant Washington Accord accredited undergraduate engineering degree • Bachelor of Engineering or equivalent
Food Technologist	Bachelor of Food Science or equivalent and a minimum of three years' relevant post-qualification work experience in the industry
Forest Scientist	Bachelor of Forestry Science or equivalent
Korean Language Instructor	Certificate of Korean Language Teaching issued by the Minister of Culture, Sports and Tourism
Korean Tour Guide	Valid Tour Guide Licence issued by and registered with either the Korea Tourism Organization or the Korea Tourism Association (entrusted by the Minister of Culture, Sports and Tourism)
Multimedia Designer (Film Animator)	Minimum three years' specialist work experience in film animation
Taekwondo Instructor	Taekwondo Grade 4 and above certificate recognised by Kukkiwon (World Taekwondo Headquarters)
Traditional Korean Medicine Doctor	Korean Medicine Doctor license issued by the Minister of Health and Welfare
Software Engineer	Bachelor of Engineering or equivalent
Veterinarian	Bachelor of Veterinary Science or equivalent and registration with the New Zealand Veterinary Council

Thai chefs

You may qualify for a work visa if you have a job offer as a Thai chef from a New Zealand employer, and can provide evidence of having completed a relevant qualification and work experience.

Interpreters from Japan

You may be eligible if recruited by a New Zealand employer in a tourism-related industry who can satisfy us they cannot obtain suitably qualified New Zealanders.

Antarctic Treaty

You will need to apply for a work visa before travelling to New Zealand if you intend to work on the mainland of New Zealand as part of any scientific programme or expedition under the Antarctic Treaty.

You will need to provide an application form and covering letter from your country's Antarctic Research Programme office, confirming that you are being supported by them to work in New Zealand as part of a programme under the Antarctic Treaty.

Primary Sector Trainees work visa requirements

This work visa provides an opportunity for primary sector trainees from countries with whom New Zealand has an agreement to undertake vocational programmes of study and gain work experience in their chosen fields.

To apply for a primary sector trainee work visa you must:

- provide a completed work visa application form (INZ 1015), fee and applicable levies,
- provide a letter of support/funding arrangements from your home government,
- provide an offer of place from either a university or an education provider assessed as Category One by the New Zealand Qualifications Authority that is a signatory to the Ministry of Education's Code of Practice for the Pastoral Care of International Students, and
- agree to hold medical and comprehensive hospitalisation insurance that will remain current throughout your stay in New Zealand.

GUIDE TO COMPLETING THE APPLICATION FORM

To apply for a work visa, you must complete and sign the *Work Visa Application (INZ 1015)* form. If you are under 18 years of age, your parent or legal guardian must sign the form for you. Send it to us with the application fee and levies, and all the documents we need to assess your application.

You may provide copies of the documents unless original or certified copies are specified. If you do not include everything we need, we will not process your application and will return it to you.

Translations of documents

If you provide a translation, it must:

- be in English; and
- be accompanied by copies of the original documents; and
- not be made by you, any of your family members or an immigration adviser assisting with your application; and
- be certified as a correct translation made by a person familiar with both languages and competent in translation work; and
- be on the official letterhead of the translation business (if applicable); and
- have the stamp or signature of the translator or translation business; and
- be paid for by you.

Translations may be prepared by:

- the Translation Service of the New Zealand Department of Internal Affairs; or
- reputable people within the community who are known to translate documents accurately; or
- embassies or high commissions (if the translation is endorsed with the appropriate embassy or high commission seal); or
- any other private or official translation business.

New Zealand Business Number

Where you enter the details of an organisation or business, the form will have a field for a New Zealand Business Number (NZBN). The NZBN should have 13 numbers and always begins with 94. An NZBN is a unique identifier for all organisations operating in New Zealand. You do not have to fill in the NZBN if you do not know what it is or if the organisation you are providing details about is based outside New Zealand. You can find more information about the NZBN, including finding an NZBN for a specific organisation, by going to **www.nzbn.govt.nz**.

Completing Section A Personal details

Passport photographs

You must attach two passport-size photographs to the form at the section indicated. The photographs must be original, and taken within the last six months. The size of the photographs should be about 45 mm by 35 mm. The photographs should be in good quality colour (not black and white).

A3 **Other names you are known by or have ever been known by**

This includes your birth name, your name from marriage or from adoption, or your English name.

A7 **Passport details**

The passport details must be those of the passport or travel document you will use to travel to and from New Zealand.

You must send your passport or travel document* with your application. It must be valid to at least three months past the date you plan to leave New Zealand.

**While you can provide a certified copy of your passport with your application, we highly recommend you provide your original passport. This will enable us to process your application faster and it may be needed to complete your application. Please note during the processing of an application an immigration officer may request any document, including your original passport.*

A9 **Partnership status**

You have the following options for your partnership status:

- married/in civil union (a civil union is a legally recognised union of a couple of the same or opposite sex, with rights similar to those of marriage)
- single (not currently married or in a partnership or civil union)
- partner/de facto
- separated (this includes being separated from a civil union)
- engaged
- widowed
- divorced (this includes having a dissolved civil union).

You must choose the option that describes your current, or most recent, partnership status.

Completing Section B Contact details

B6 An adviser can be any person who assists you with your application. It could be a lawyer, immigration adviser, translator, friend or family member.

Completing Section C Your health

C5 **If you intend to give birth in New Zealand please indicate how the cost of maternity health services will be paid for and provide the relevant evidence.**

If you are pregnant and intending to give birth in New Zealand we need to be sure that you have a bona fide reason for being in New Zealand. We also need to ensure that you are either eligible for publicly funded maternity health services or able to meet the costs of maternity health services (evidence of at least NZ$9,000 is required) through personal funds or sponsorship.

To find out if you are eligible for publicly funded maternity services, you may check your eligibility through the Ministry of Health at **www.health.govt.nz** which provides comprehensive information on eligibility for publicly funded health and disability services. Alternatively you may be able to establish whether you are eligible by checking our leaflet *Health Requirements (INZ 1121)*. You should attach evidence that you meet the criteria to be eligible for publicly funded maternity services if the evidence is not already available to us (for example – evidence of partnership or your partner's eligibility for publicly funded health services).

If you are not eligible for publicly funded maternity health services you will need to provide evidence that you have sufficient funds to pay for the cost of maternity health services.

Acceptable evidence of your funds includes:

- bank statements in your name
- bank drafts
- recognised credit cards with sufficient credit available, and
- travellers' cheques.

You must not send cash or original evidence of funds. Funds to cover the cost of maternity health services must be additional to the funds you hold to support yourself in New Zealand and to purchase an outward ticket.

Alternatively you may provide evidence of sponsorship which meets our sponsorship requirements. Your sponsor must complete the *Sponsorship Form for Temporary Entry (INZ 1025)*.

Medical certificates

You may need to provide us with a medical certificate and chest X-ray certificate to show that you meet our acceptable standard of health. What you must provide depends on:

- whether you have recently sent a medical certificate or chest X-ray certificate with another application
- how long you intend to stay in New Zealand
- what countries you have previously lived in or visited.

If you are already in New Zealand, and you are applying for a further visa, you need to include the time you have already spent in New Zealand, as well as the time you intend to stay here, to decide whether or not you need to complete a medical certificate or chest X-ray certificate.

Example *You have been in New Zealand on a visitor or student or work visa or other temporary visa for eleven months, and you wish to apply for a work visa for six months. This will mean a stay in New Zealand of more than 12 months in total.*

C6 **Will you be in New Zealand for more than six months in total?**

You are not required to provide a medical certificate or chest X-ray certificate if you will be in New Zealand for less than six months.

C7 **How long do you intend to stay in New Zealand? If you are in New Zealand, this includes time you have already spent here.**

If you will be in New Zealand for **between six and 12 months** and are from, or have spent more than three months visiting, a place outside the list of countries, areas and territories with a low incidence of tuberculosis (TB) (see the table below), you must provide a *Chest X-ray Certificate (INZ 1096)* which is no more than three months old, unless the exception rules for a chest X-ray certificate apply (see notes below).

If you will be in New Zealand for **more than 12 months**, you must provide a *General Medical Certificate (INZ 1007)* and *Chest X-ray Certificate (INZ 1096)* which are no more than three months old, unless the exception rules for a medical certificate and chest X-ray certificate apply (see notes below).

COUNTRIES, AREAS AND TERRITORIES WITH A LOW INCIDENCE OF TUBERCULOSIS (TB)

Aland Islands
Albania
American Samoa
Andorra
Anguilla
Antarctica
Antigua and Barbuda
Argentina
Armenia
Aruba
Australia
Austria
Bahamas
Bahrain
Barbados
Belarus
Belgium
Belize
Bermuda
Bonaire
Bosnia and Herzegovina
Bouvet Island
British Indian Ocean Territory
British Virgin Islands
Bulgaria
Cabo Verde
Canada
Cayman Islands
Chile
Christmas Island
Cocos (Keeling) Islands
Colombia
Comoros
Cook Islands
Costa Rica
Croatia
Cuba
Curacao
Cyprus
Czech Republic
Denmark
Egypt
Estonia
Falkland Islands
Faroe Islands
Finland
France
French Guiana
French Polynesia
Germany
Gibraltar
Greece
Grenada
Guadeloupe
Guam
Guatemala
Guernsey
Heard and McDonald Islands
Honduras
Hungary
Iceland
Iran (Islamic Republic of)
Iraq
Ireland
Isle of Man
Israel
Italy
Jamaica
Japan
Jersey
Jordan
Kuwait
Latvia
Lebanon
Liechtenstein
Lithuania
Luxembourg
Maldives
Malta
Martinique
Mauritius
Mayotte
Mexico
Monaco
Montenegro
Montserrat
Netherlands
New Caledonia
(New Zealand)
Norfolk Island
North Macedonia
Norway
Occupied Palestinian Territory
Oman
Panama
Pitcairn Islands
Poland
Portugal
Puerto Rico
Qatar
Reunion
Saint Barthelemy
Saint Eustatius & Saba
Saint Helena, Ascension and Tristan da Cunha
Saint Kitts and Nevis
Saint Lucia
Saint Vincent and the Grenadines
Samoa
San Marino
Saudi Arabia
Serbia
Seychelles
Sint Maarten
Slovakia
Slovenia
South Georgia and the South Sandwich Islands
Spain
Suriname
Svalbard and Jan Mayen
Sweden
Switzerland
Syrian Arab Republic
Togo
Tonga
Trinidad and Tobago
Tunisia
Turkey
Turks and Caicos
United Arab Emirates
United Kingdom
United States of America
Uruguay
United States Virgin Islands
Vanuatu
Vatican City
Wallis and Futuna Islands

Example 1 *You hold a Chinese passport and you live in China, which is not on the list above. This means that you must complete a* Chest X-ray Certificate (INZ 1096).

Example 2 *You hold a French passport and you live in France, which is on the list above. You have not spent more than three months in a place that is not on the list. You do not need to provide a medical certificate.*

Example 3 *You hold a British passport and you live in the United Kingdom, which is on the list above.*

However, in the last five years, you spent five weeks in Thailand and eight weeks in Fiji. Thailand and Fiji are not on the list above, and you have spent a total of at least three months in a place which is not on the list above.

You must complete a Chest X-ray Certificate (INZ 1096).

Notes:

Exception rules for a medical certificate

If you are a person who is required to provide a medical certificate, you do not need to provide one if you have provided a *General Medical Certificate (INZ 1007)* which was issued less than 36 months ago with a previous visa application; and

- your health has not deteriorated since then; and
- you have not been requested in writing by an immigration officer to provide a certificate.

Exception rules for a chest X-ray certificate

If you are a person who is required to provide a chest X-ray certificate you do not need to provide one if you have provided a *Chest X-ray Certificate (INZ 1096)* which was issued less than 36 months ago with a previous visa application; and

- your health has not deteriorated since then; and
- you have not been requested in writing by an immigration officer to provide a certificate; and
- you have not spent six consecutive months since your last certificate was issued, in a country, area or territory not listed as having a low incidence of TB.

Chest X-ray certificate for pregnant applicants

If you are pregnant you do not need to provide a chest X-ray certificate. If you are a person who would ordinarily be required to provide one, you will only be granted a visa valid for three months after the date that you are due to give birth, unless you have provided a chest X-ray certificate issued within the last 36 months with a previous application. Where a visa is only granted for three months after the date you are due to give birth, you will need to provide a chest X-ray certificate with an application for a further visa if you wish to remain in New Zealand.

Where can I get my medical and chest X-ray certificates completed?

In most countries we require the medical examinations to be carried out by one of a selected panel of medical practitioners or institutions. The details of these countries and the names and addresses of the approved panels are listed on our website.

Submitting your medical and chest X-ray certificates

Refer to the leaflet 'Health Requirements Guide' for further information.

I have been recognised as having refugee or protection status in New Zealand and am eligible to apply for a permanent resident visa. What medical certificates do I need to provide?

You are not required to provide a medical certificate or a chest X-ray certificate with a work visa application.

Completing Section D Your character

D3 If you have been removed, deported or excluded from any country, you may not meet character requirements and may not be eligible to be granted a visa. You must declare if you have been removed, deported or excluded from any country, excluding New Zealand.

Police certificates you must provide

You may need to provide us with police certificates to show that you are of good character and do not pose a potential security risk. At the time of lodgement your police certificate must not be more than six months old from date of issue. Police certificates that are older than six months from the date of issue at lodgement of any application will NOT be accepted.

D7 If you are applying for a work to residence visa under the arts, sport and culture instructions, you must provide police certificates.

If you are applying for any other type of visa and you intend to stay in New Zealand for 24 months or longer, you must provide a police certificate from your country of citizenship and any country you have lived in for five years or more since your turned 17. The only exception to this is if you have provided police certificates with a previous visa application, and that certificate was issued less than 24 months ago when you lodge your current visa application, or if you are younger than 17. If you are under 17 you do not need to provide police certificates.

F3 **ANZSCO occupation code**

ANZSCO is the Australian and New Zealand Standard Classification of Occupations. Most New Zealand occupations are listed on the ANZSCO, with a six-digit occupation code and a skill level. INZ uses Version 1.2 of the ANZSCO. For more information see **www.immigration.govt.nz/anzsco**.

Assessing your application: bona fides

When we assess your application and the information you provide, we ensure that it meets all the requirements of the visa you are applying for. This includes the requirement to be 'bona fide', which means you intend a genuine temporary stay to work.

When we assess if you are a bona fide worker, we consider all of the information that we have. For example, we will consider:

- your personal circumstances, such as:
  - your family ties in your home country and New Zealand;
  - personal, financial, employment or other commitments in your home country and New Zealand;
  - any circumstances that might mean you may not want to return to your home country when any visa expires,
- information that we have about previous applications, such as whether you have previously overstayed or breached visa conditions.
- whether you have dependants who are unlawfully in New Zealand.
- your ability to leave or be deported from New Zealand to your country of citizenship.

INZ will consider all of the information you provide in support of your application but is not obliged to ask you for more. So, with evidence that you meet the particular requirements for the type of visa you are applying for, you should provide any evidence that you think demonstrates that you are a bona fide applicant.

For more information

If you have questions about any of the information in this guide:

- see our website **www.immigration.govt.nz/contactus**
- telephone our call centre on 0508 558 855 (within New Zealand).