

■ WORKING AND LIVING TEMPORARILY IN NEW ZEALAND

> Working Temporarily

Work to Residence

Working Holidays

Study to Work (International Students)

## WORKING TEMPORARILY

### ■ WHAT IS ESSENTIAL SKILLS WORK POLICY?

The Essential Skills Work Policy allows people to work temporarily in New Zealand, in areas where we need people to fill shortages where New Zealanders are not available. To qualify, a person must have a job offer from an employer who can show Immigration New Zealand (INZ) that no New Zealand citizens or residents are available to do the job.

If the occupation is not listed on either the *Immediate Skill Shortage List (ISSL)* or the *Long Term Skill Shortage List (LTSSL)*, it is the employer's responsibility to show that they have genuinely tried to find and, if appropriate, to train local workers but have been unsuccessful. Employers under this policy may also need to show that the rate of pay offered is not less than the market rate for new Zealanders in that occupation.

People who apply under this policy must show that they are appropriately qualified by training or experience to take up the position.

### ■ AGE

There is no age limit under Essential Skills Work Policy.

### ■ DO I NEED A FULL-TIME (MINIMUM 30 HOURS PER WEEK) JOB OFFER?

Yes, you will need a full-time job. Your job offer must come from a New Zealand employer who can prove to us that there are no suitable New Zealand workers available to do the job.

### ■ HOW LONG CAN I STAY?

How long you can stay depends on how long the job offer is for and the validity of your passport. We issue Essential Skills work visas and/or permits for a maximum duration of three years. However, if your occupation is within the Australia New Zealand Standard Classification of Occupations (ANZSCO) Skill Level 1 we may give you a five-year work visa and/or permit, provided your job offer is for at least five years and your annual salary is at least \$55,000. We can only give you a five-year visa and permit under this policy once, although you may reapply for a further permit for a shorter duration (up to three years).

There is no limit to the number of times you may re-apply under Essential Skills work policy, however to be granted a further work permit you must continue to meet the requirements. This includes the requirement that there are no New Zealanders available to take up the position. If New Zealanders have become available, further applications may not be approved.

### ■ WHAT TYPE OF WORK CAN I DO?

The conditions of your visa and/or permit specify your position, employer and location of employment. As a temporary worker you can only work within the conditions of your visa and/or permit. Generally, if you would like to change employers you will need to reapply for a new work visa and/or permit before you take up the new position. You should approach your nearest INZ branch if you want to change any of the conditions stated on your permit.

## DID YOU KNOW



An IRD number alone is not enough to work in New Zealand. To work legally you must have New Zealand citizenship, a work or residence permit, or a visitor or student permit that allows you to work.

All work permits are issued for fixed period of time and there is no guarantee that subsequent permits will be approved. If you want to live in New Zealand permanently you have to be a New Zealand citizen or resident.

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

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■ DO I NEED TO SHOW THAT I AM QUALIFIED FOR THE JOB?

Yes, you will need to prove that you are suitably qualified for the position by showing evidence of qualifications or training you have undertaken or work experience you have gained. When assessing whether you are suitably qualified for a position, Immigration New Zealand will consider whether you have the qualifications and/or work experience described as the prerequisite for the occupation on the ANZSCO.

The ANZSCO is a list of occupations that we use as part of the assessment of applications under Essential Skills policy. It provides information about:

- the skill level of an occupation (ranging from skill level one for the highest skilled positions, to skill level five for the lowest skilled)
- the tasks and duties normally undertaken in an occupation
- the level of the qualification and/or amount of work experience required to work in an occupation

Find out more, and see the [ANZSCO](#).

You must also have met, or be able to meet, any of the necessary New Zealand [registration requirements](#) if these are required to take up the offer.

■ WHAT COMPULSORY REQUIREMENTS MUST I MEET?

Every person applying to travel or stay in New Zealand must meet [health requirements](#) and be of [good character](#).

If you intend to be in New Zealand for more than six months it is essential that you check whether you need to have a medical check before travelling to or applying for a subsequent permit in New Zealand. Restrictions do apply for people who are likely to use medical services while they are in New Zealand.

ESSENTIAL SKILLS WORK PERMIT APPLICATION PROCESS

**A** THE POSITION IS ON THE IMMEDIATE SKILL SHORTAGE LIST (ISSL) OR THE LONG TERM SKILL SHORTAGE LIST (LTSSL)

**B** THE EMPLOYER HAS AN APPROVAL IN PRINCIPLE TO RECRUIT AN OVERSEAS WORKER FROM INZ

**C** THE EMPLOYER HAS INFORMATION TO SHOW THAT THEY HAVE GENUINELY TRIED TO FIND AND TRAIN LOCAL WORKERS

1	Employer finds a qualified and experienced non-New Zealand resident or worker and offers the position subject to them obtaining a suitable visa/permit		
2	Worker checks:		
	a) that they can show that they are qualified by training and/or experience to undertake the offer of employment		
	i) including any specific requirements set out on the ISSL or LTSSL	i) including any specific requirements set out in the Approval in Principle letter	i) including any specific requirements set out on the ANZSCO The ANZSCO is available at <a href="http://www.immigration.govt.nz/ANZSCO">www.immigration.govt.nz/ANZSCO</a>
	b) if they need registration to undertake employment		
3	Worker reads the <a href="#">Work Visa/Permit Guide (INZ 1016)</a> for advice on what additional information is required and how to complete the <a href="#">Work Visa/Permit Application (INZ 1015)</a> form		
4	Employer provides a completed <a href="#">Employer Supplementary Form (INZ 1113)</a>	Employer provides a completed <a href="#">Employer Supplementary Form (INZ 1113)</a> and a copy of the current Approval in Principle letter from INZ	Employer provides a completed <a href="#">Employer Supplementary Form (INZ 1113)</a> and information to show that they have genuinely tried to find and train local workers
5	Worker applies for a work visa/permit at their local INZ branch* and includes the following:		
	a. a completed the <a href="#">Work Visa/Permit Application (INZ 1015)</a>		
	b. a completed <a href="#">Employer Supplementary Form (INZ 1113)</a>		
	c. appropriate fee		
	d. supporting information and required documents		
6	INZ processes the application and checks that the:		
	e. application is lodged correctly (if it is not the application will be returned)		
	f. worker meets policy and has the required qualifications and experience		
	g. employer meets policy and the job offer is genuine and comparative to the labour market		
	h. there are no suitable New Zealanders available or who could be trained to do the job		
	Note: If INZ has concerns about the application they will contact the worker. The worker and/or employer will then have the opportunity to provide further information or comment		
7	If approved, INZ will give the worker a work visa/permit that will allow them to work in the job for a set period of time		
8	Before the work permit expires the worker can either apply for a new permit or leave New Zealand.**		

\* Local INZ Branch is the INZ office responsible for receiving work visa applications from the country in which the applicant currently lives

\*\* It is recommended that you check application processing times. You will need to allow sufficient time for a decision to be made on your application before your current permit expires. If your current permit does expire, your application for a further permit does not make your stay in New Zealand lawful or give you the right to remain in New Zealand while your application is being considered.

Note: There is no guarantee that subsequent visas and permits will be approved. Should you wish to remain in New Zealand long term it is recommended that you check our permanent residence policy options.