



Immigration New Zealand Queenstown Branch Update #3

10 June 2009

Tena koutou katoa,

This edition includes the following information:

1. The Queenstown Team
2. Processing Timeframes
3. Labour Market Information
4. Work Experience
5. Variation of Conditions
6. Partnership Applications
7. Work Visas

We trust that this update will provide you with further context to the work we do. Previous editions of this update can be found on our branch webpage:

<http://www.immigration.govt.nz/branch/QueenstownBranchHome>

If there is any particular information you would like included in the next edition, please email:

louise.stewart@dol.govt.nz

Naku noa, na

The Queenstown Team

1. The Queenstown Team

As a result of a change in management governance, a Branch Manager (locally based) position has been established for the Queenstown Branch.

- **Louise Stewart** commenced in Queenstown on 25 May 2009 and has been appointed to uptake the newly established Branch Manager position.
- **Louise Wearing** (Immigration Manager) has secured a secondment until 31 July 2009 to our Border Security Team at Christchurch Airport.
- We welcome the return of **Donna Cavanagh** on a fixed term contract to 30 June 2009. Donna previously worked in INZ Queenstown Branch from 2006 through to early 2008.

Louise Stewart	Branch Manager (Acting)	louise.stewart@dol.govt.nz
Belinda Ballantine	Immigration Officer	belinda.ballantine@dol.govt.nz
Jason Hannah	Immigration Officer	jason.hannah@dol.govt.nz
Damian Milne	Immigration Officer	damian.milne@dol.govt.nz
Donna Cavanagh	Support Officer	donna.cavanagh@dol.govt.nz

2. Processing Times

If your application includes full and accurate documentation and there are no complications arising (eg health referrals), we aim to meet the following standards:

- Work permits/visas – 10 - 15 working days
- Visitor visas/permits – 10 working days
(or for dependants of workers, in line with primary work application)
- Student visas/permits – 10 - 20 working days (in line with primary work application)
- Returning resident's visas – 10 working days.

Timeliness standards will be reviewed regularly.

3. Labour Market Information

An updated list of occupations that MSD have confirmed they are unable to fill for a period of 12 weeks follows. Please note that this memo applies to job vacancies in the Queenstown area only and is current to 4 August 2009.

- Cleaner
- Receptionist (Hotel or Office or both)
- Café Assistant
- Car Groomer
- Service Station Attendant
- Office Clerk
- Housekeeper
- Waiter/Food & Beverage Attendant
- Sales/Shop Assistant
- Supermarket Worker
- Chef
- Bar Attendant
- Restaurant Supervisor
- Hotel Duty Manager
- Guest Service Attendant – Hotel
- Kitchen Hand
- Adventure Tour Guide
- Experienced Gaming Dealers (min 1 year work experience)

General Work and Income Information for Employers

If an occupation is not listed above, nor on the Immediate or Long Term Skill Shortage lists, we require applicants to provide evidence of their employers' attempts to attract and recruit a New Zealand citizen or resident worker to support their application for a work permit. This includes evidence of recruitment advertising and the result of the employers' vacancy listing with Work and Income.

Q How do we list a vacancy?

A Through the 0800 778 008 Employer Line

Q Do we need to specifically request that we want a written response?

A Vacancies should be lodged with Work and Income prior to any work permit applications being submitted to INZ. The outcome of the listing will be provided to you in written (email) format.

Q How long should we wait for a written response?

A Work and Income manage vacancies within the Queenstown labour market on a ten working day timeframe. This is to allow the vacancy to be lodged on the Work and Income national data base of job vacancies for a ten day period. A written response can be expected following the ten day listing period.

4. Work Experience

To support applications made under our Essential Skills work permit category, applicants are required to provide evidence of:

- any qualifications held relevant to the job being offered
- any work experience relevant to the job being offered

For ANZSCO Level 4 and 5 positions, where an applicant is currently employed in the same position for the same employer and is seeking to renew their existing work permit, confirmation from the current employer that the applicant is suitably qualified and/or experienced to fulfil the duties of the position on offer will *generally* suffice unless there are specific compliance obligations eg. Current First Aid Certificate, General Managers Certificate, Liquor Licence etc. An Immigration Officer may seek further information or clarification where necessary. Please enquire with us prior to lodging an application if you are unsure.

5. Variation of Conditions

A variation of conditions (VoC) allows for the holder of a work permit to change employers or place of employment but not change position. Where an applicant wishes to apply for a different position an application for a work permit should be made.

W2.25.1 Varying the conditions of temporary permits

- a. Holders of temporary permits should apply for a variation of the conditions of their permit if:
- i. they wish to work and do not have a permit that allows work in New Zealand; or
 - ii. they hold a work permit limited by conditions and wish to change employers or the place of employment; or
 - iii. it is inappropriate for some other reason to apply for a work permit.

Work Permit or Variation of Conditions?

<u>Scenario One</u> Employed as a porter by ABC employer but wish to also be employed as a room Attendant (dual role) for ABC employer	Work Permit
<u>Scenario Two</u> Employed as a porter by ABC employer but wish to also undertake secondary employment as a room attendant with XYZ employer	Variation of Conditions
<u>Scenario Three</u> Employed as Guest Services Attendant for ABC employer and have been promoted to Hotel Duty Manager for ABC employer	Work Permit
<u>Scenario Four</u> Employed as a guest services attendant for ABC employer but have accepted offer of employment to work as guest services attendant for XYZ employer	Variation of Conditions

6. Partnership applications

We have recently experienced an increase in applications based on relationship grounds including our partner of work permit holder or partner of New Zealand Citizen/Resident categories.

To be eligible for a temporary visa or permit, partners must prove to the satisfaction of a visa or immigration officer that:

- i. they are living together with their partner in a genuine and stable partnership; and
- ii. they comply with the minimum requirements for recognition of partnerships; and
- iii. their partner supports the application; and
- iv. their partner meets the character requirements for partners supporting 'partnership-based temporary entry applications'.

A partnership is genuine and stable if a visa or immigration officer is satisfied that it is:

- Genuine - because the relationship has been entered into with the intention of being maintained on a long-term and exclusive basis, and
- Stable - because the relationship is likely to endure.

Applicants under this category should refer to the Work Permit Partnership checklist to assist in determining what information is required with their application.

7. Work Visas

Applicants who hold a current work permit and are applying for an associated work visa are not required to submit any further supporting documentation if they intend travelling out of New Zealand and return to continue employment in accordance with the conditions of their substantive permit.

In such cases, a completed application form and payment of the applicable application fee is sufficient for the grant of a visa.