

**Employer Details**

Company:	
Contact Person:	Job Title:
Billing Address:	Phone:
	Mobile:
	Email:

Is your organisation a member of Civil Contractors Association of New Zealand?

☐ Yes ☐ No

If not, would you like to speak to somebody from CCNZ regarding membership?

☐ Yes ☐ No**Applicant Details**

Name:	
Home Address:	Phone:
	Mobile:
	Email:
	Date of Birth:

**Emergency Contact**

First name: \_\_\_\_\_ Last name: \_\_\_\_\_ Phone number: \_\_\_\_\_

**Recertification Process**

Please specify the process you will be recertifying through.

- ☐ Standard Recertification (applicant holds a current Civil Trades Certificate and has been employed in the industry for at least 18 months over the past 3 years)
- ☐ Recertification Evaluation (applicant holds a current Civil Trades Certificate and has been employed in the industry for less than 18 months over the past 3 years **or** holds an expired Civil Trades Certification and has more than 18 months work experience)
- ☐ Full Trade Certification Evaluation (applicant holds an expired Civil Trades Certificate and has been employed in the industry for less than 18 months over the past 3 years)

**Preferred Evaluator (if applying for Recertification Evaluation or Full Trade Certification Evaluation)**

Please specify your preferred Civil Trades Evaluator if you have one or advise who your qualification assessor is:

**Proof needed for Standard Recertification process (all below proof must be submitted)**

- |   |   |
|---|---|
| <input type="checkbox"/> Copy of current Civil Trades Certificate | <input type="checkbox"/> Letter from your employer confirming 18 months in the industry over the past 3 years |
|---|---|

**Proof needed for Recertification Evaluation process (all below proof must be submitted)**

- |   |  |
|---|--|
| <input type="checkbox"/> Copy of current <u>or</u> expired Civil Trades Certificate | <input type="checkbox"/> Letter from your employer confirming 6 months work experience within the industry |
|---|--|

**Proof needed for Full Civil Trades Certification Evaluation process (all below proof must be submitted)**

- |   |  |                                       |
|---|--|---------------------------------------|
| <input type="checkbox"/> Copy of current <u>or</u> expired Civil Trades Certificate | <input type="checkbox"/> Employer recommendation | <input type="checkbox"/> Work history |
|---|--|---------------------------------------|

**Recertification Details**

Please indicate below the recertifications being applied for (only tick qualifications held):

---

**Civil Trades Recertification in Road Construction and Maintenance with Endorsements in:**

- |  |  |
|--|--|
| <input type="checkbox"/> Concrete (Non-structural) |  |
| <input type="checkbox"/> Road Maintenance          | <input type="checkbox"/> Earthworks          |
| <input type="checkbox"/> Road Construction         | <input type="checkbox"/> Forestry Earthworks |
- 

**Civil Trades Recertification in Road Surfacing with Endorsements in:**

- |   |   |
|---|---|
| <input type="checkbox"/> Bituminous Spraying Operations | <input type="checkbox"/> Bituminous Mixing Operation    |
| <input type="checkbox"/> Binder Manufacturing Operation | <input type="checkbox"/> Bitumen Surfacing Construction |
| <input type="checkbox"/> Chipseal                       | <input type="checkbox"/> Bituminous Mixes               |
| <input type="checkbox"/> Slurry                         |   |
- 

**Civil Trades Recertification in Pipeline Construction & Maintenance with Endorsements in:**

- |   |  |
|---|--|
| <input type="checkbox"/> Trenched               | <input type="checkbox"/> Trenchless Technologies |
| <input type="checkbox"/> Water / Drinking Water | <input type="checkbox"/> Wastewater & Stormwater |
- 

**Civil Trades Certification in Infrastructure Works:**

- ☐ Pipe Installation
- 

**Civil Trades Recertification in Infrastructure with Endorsement in:**

- ☐ Piling
- 

**Civil Trades Recertification in Road Marking with Endorsement in:**

- ☐ Testing

---

### Signatures

**Employer representative:** (signed on behalf of the employer)

We agree to support this Trade Certification application and we agree to be responsible for the application fee.

\$ \_\_\_\_\_ Purchase Order Number: \_\_\_\_\_

(Please see fees on page 3)

---

Employer representative name  
(please print)

Signature

Job title

### Applicant:

---

Applicant's name  
(please print)

Signature

Job title

Date

In signing this, the Applicant agrees that the Civil Trades Board may use the Applicant's name and image in promotional material online and/or in print.

☐ Please tick if you do NOT wish your name and image to be used.

Please return this form to [info@civiltrades.co.nz](mailto:info@civiltrades.co.nz)

### Recertification Fees

All current members of Civil Contractors NZ (CCNZ) qualify for a discounted recertification rate. If your company (or employer) is not a member of CCNZ and would like to join, go to [www.civilcontractors.co.nz](http://www.civilcontractors.co.nz) to find out more.

Please note - all of the below fees are excluding GST.

---

#### CCNZ member fees

Standard Recertification process \$300.00

Recertification Evaluation process \$375.00

---

#### CCNZ non-member fees

Standard Recertification process \$375.00

Recertification Evaluation process \$500.00

---