

# Civil Trades Recertification APPLICATION FORM



## Employer Details

Company:

Contact Person:

Job Title:

Billing Address:

Phone:

Mobile:

Email:

Is your organisation a member of Civil Contracts 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:

## 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)

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

- Copy of current Civil Trades Certificate
- 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)

- Copy of current **or** expired Civil Trades Certificate
- 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)

- Applicants applying under this category are required to re-apply for certification under clause:- 10.1 The standard process for Trades Certification Application - please complete the Civil Trades Certification Application form.

## Recertification Details

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

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

- |  |  |
|--|--|
| <input type="checkbox"/> Concrete (Non-structural) | <input type="checkbox"/> Piling              |
| <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 Operation  | <input type="checkbox"/> Bituminous Mixes Operation     |
| <input type="checkbox"/> Binder Manufacturing Operation | <input type="checkbox"/> Bitumen Surfacing Construction |

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

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

## 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 on completion of the qualification. (Please note you will not be invoiced until the qualification is completed or held)

\$

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

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.*

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### CCNZ member fees

Standard Recertification process \$300.00

Recertification Evaluation process \$375.00

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### CCNZ non-member fees

Standard Recertification process \$400.00

Recertification Evaluation process \$500.00

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