



[REDACTED]

Dear [REDACTED]

On 1 February 2019, you emailed the Ministry requesting, under the Official Information Act 1982, the following information:

- *Copies of any documents or correspondence, including records of any meetings, held by Ministry for Social Development relating to recruitment of bus drivers by New Zealand Bus Ltd. (NZ Bus), since 1 January 2018.*

Enclosed are copies of all correspondence relating to the recruitment of bus drivers by New Zealand Bus Ltd (NZ Bus), between 1 January 2018 and 15 February 2019.

Please note, the contact details of some individuals have been withheld under section 9(2)(k) of the Official Information Act in order to reduce the possibility of staff being exposed to phishing and other scams. This is because information released under the Official Information Act may end up in the public domain, for example, on websites including the Ministry's own website.

The names of some individuals are also withheld under section 9(2)(a) of the Official Information Act in order to protect the privacy of natural persons. The need to protect the privacy of these individuals outweighs any public interest in this information.

Information that is not directly related to NZ Bus Ltd is excluded from this response and is noted as 'Outside of Scope.'

Please note, a significant amount of information is also excluded from this response as it is repetitive in nature of the other documents in scope. For example where email trails are repeated in reply emails, they have only been included once.

The principles and purposes of the Official Information Act 1982 under which you made your request are:

- to create greater openness and transparency about the plans, work and activities of the Government,
- to increase the ability of the public to participate in the making and administration of our laws and policies and
- to lead to greater accountability in the conduct of public affairs.

This Ministry fully supports those principles and purposes. The Ministry therefore intends to make the information contained in this letter and any attached documents available to the wider public shortly. The Ministry will do this by publishing this letter and attachments on the Ministry of Social Development's website. Your personal details will be deleted and the Ministry will not publish any information that would identify you as the person who requested the information.

If you wish to discuss this response regarding the recruitment of bus drivers by NZ Bus with us, please feel free to contact OIA_Requests@msd.govt.nz.

If you are not satisfied with this response, you have the right to seek an investigation and review by the Ombudsman. Information about how to make a complaint is available at www.ombudsman.parliament.nz or 0800 802 602.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Cassandra Wise', with a stylized flourish at the end.

Cassandra Wise
Team Manager, Issue Resolution

s 9(2)(a)

From: s 9(2)(a)
Sent: Monday, 11 June 2018 8:53 a.m.
To: s 9(2)(a)
Subject: RE: Meeting

Importance: High

Morning s 9(2)(a)

Hope you've had a good weekend – just checking where things are up to, in terms of confirming details for the recruitment session? I think it would be best if we lock in a date, say 26th June, and work towards that.

I'll aim to get the Job Connect contact early this week. If you can confirm availability for 26/06, and capacity to host the recruitment onsite at NZBus (including pick-up & drop-off for candidates).

Thanks and look forward to your response.

Kind regards,

s 9(2)(a)

– Account Manager Corporate | Industry Partnerships | MSD National Office

Phone: s 9(2)(k) | www.workandincome.govt.nz
Ministry of Social Development, Building A, 65 Main Highway, Ellerslie 1051

From: s 9(2)(a)
Sent: Thursday, 7 June 2018 5:37 p.m.
To: s 9(2)(a)
Cc:
Subject: Re: Meeting

Hi s 9(2)(a)

Thanks for getting in touch - per our meeting, I'll get in touch with our Job Connect unit to confirm a lead ESR contact on their end. Job Connect will be promoting NZ Bus' opportunities via email/etext campaigns, as discussed.

It would be helpful if you can provide a basic role description to start. Also, I understand you'll need to discuss internally with your team regarding capacity to host a recruitment onsite at the downtown depot, and pick-up/drop-off arrangements.

s 9(2)(a) once you've met with the Work Service Managers, can you please confirm a regional work broker to be aligned with promo/referral activity at frontline level.

Thanks and regards,

s 9(2)(a)

Account Manager - Industry Partnerships
Ministry of Social Development

s 9(2)(k)

Sent from my iPhone

On 7/06/2018, at 4:49 PM, s 9(2)(a) @nzbus.co.nz wrote:

Hi s 9(2)(a)

Nice to meet you both couple of days ago.

Please get in touch with me s 9(2)(a) as discussed on various marketing strategies – the sooner we start the better. We are hoping to get a targeted marketing campaign with Work and Income candidates specifically for NZ Bus @ City.

Hear from you soon

Regards

s 9(2)(a) Talent Acquisition Consultant
s 9(2)(k) s 9(2)(a) @nzbus.co.nz
NZBus | Auckland Regional Operations
<image001.jpg>

RELEASED UNDER THE
OFFICIAL INFORMATION ACT

s 9(2)(a)

From: s 9(2)(a)
Sent: Tuesday, 12 June 2018 9:22 a.m.
To: s 9(2)(a)
Cc: s 9(2)(a)
Subject: NZ Bus recruitment

Importance: High

Hi s 9(2)(a)

Hope you're well – just left you a message regarding our anticipated recruitment. Can you please confirm the details below, before we can get promotional activity underway. s 9(2)(a) will also need this info to take to the relevant work service manager so we can get a regional work broker aligned.

I've copied in s 9(2)(a) as she'll be the lead ESR at Job Connect for promotion to MSD clients and referral activity.

If you have any queries, please give me a call today.

Kind regards,

s 9(2)(a)

Phone: s 9(2)(k) – Account Manager Corporate | Industry Partnerships | MSD National Office
| www.workandincome.govt.nz
Ministry of Social Development, Building A, 65 Main Highway, Ellerslie 1051

Repetition

s 9(2)(a)

From: s 9(2)(a)
Sent: Tuesday, 12 June 2018 2:22 p.m.
To: s 9(2)(a)
Subject: RE: Meeting

Hi s 9(2)(a)

Thanks for this – if you can let me know re: options, and we can discuss in detail. It's important that we get this clarified before Job Connect or region goes out to candidates with any messaging, to prevent bottlenecks and inefficiencies later on.

Look forward to hearing from you.

Kind regards,

s 9(2)(a)

– Account Manager Corporate | Industry Partnerships | MSD National Office

Phone: s 9(2)(k) | www.workandincome.govt.nz
Ministry of Social Development, Building A, 65 Main Highway, Ellerslie 1051

From: s 9(2)(a) [mailto:s 9(2)(a)@nzbus.co.nz]
Sent: Tuesday, 12 June 2018 2:19 p.m.
To: s 9(2)(a)
Subject: RE: Meeting

Hi s 9(2)(a)

Apologies for the late response.

We have been discussing our capacity around running assessment centre as you mentioned in the email below and few other processes which can assist both MSD and NZ Bus in delivering this efficiently. Will be reviewing that this afternoon and will get back to you latest by tomorrow on this. There are a couple of options which I would like to discuss with you.

I am happy with the 26th June date or nearby.

Thanks for your patience.

Regards

Repetition

s 9(2)(a)

From: s 9(2)(a)
Sent: Tuesday, 5 February 2019 1.30 p.m.
To: s 9(2)(a)
Subject: FW: NZ Bus recruitment

From: s 9(2)(a)
Sent: Tuesday, 12 June 2018 1:22 p.m.
To: s 9(2)(a) @nzbus.co.nz
Cc:
Subject: RE: NZ Bus recruitment

Hi s 9(2)(a) and myself last Tuesday.
Thanks for meeting with s 9(2)(a) and myself last Tuesday.
I have not approached the Auckland region for a Work Broker yet as we need a recruitment plan and process in place that can be forwarded to them first.
I know s 9(2)(a) has notified Job Connect regarding a pending recruitment with NZ Bus and they are also waiting on further information from you.

I am happy to have our teams on hold for another day or so but then I will need to prioritise the other pending recruitments over NZ Bus.

Let us know where you are at as soon as convenient.

Kind regards

s 9(2)(a)

From: s 9(2)(a)
Sent: Tuesday, 12 June 2018 1:16 p.m.
To: s 9(2)(a)
Subject: FW: NZ Bus recruitment
Importance: High

Repetition



s 9(2)(a)

From:

s 9(2)(a)

Sent:

Thursday, 14 June 2018 1:15 p.m.

To:

s 9(2)(a)

Subject:

RE: Meeting

s 9(2)(a)

Hi any progress with this?

Thanks,

s 9(2)(a)

Repetition

RELEASED UNDER THE
OFFICIAL INFORMATION ACT

s 9(2)(a)

From: s 9(2)(a)
Sent: Thursday, 14 June 2018 2:18 p.m.
To: s 9(2)(a)
Subject: RE: Meeting

s 9(2)(a)
Thanks s 9(2)(a) I'll let the team know.

Cheers,

s 9(2)(a)

From: s 9(2)(a) [mailto:s 9(2)(a)@nzbus.co.nz]
Sent: Thursday, 14 June 2018 2:18 p.m.
To: s 9(2)(a)
Subject: RE: Meeting

s 9(2)(a)
Hi

Waiting for a final review before we get back to you. Hoping to call you tomorrow.

Thanks for your patience.

Regards

Repetition

s 9(2)(a)

From: s 9(2)(a)
Sent: Thursday, 21 June 2018 10:14 a.m.
To: s 9(2)(a)
Cc:
Subject: RE: NZ Bus recruitment

s 9(2)(a)
Hi

Thanks for the info below – I've spoken to the team and we'll need to get back to you about the venue and whether there's capacity to host on this side. I'll let you know as soon as possible.

In the meantime though, we can still start promoting to clients to get their initial registrations of interest. Can you please advise re: the following:

- Given the timing we'll need to move the recruitment out to 05/07 – can you let us know if this suits
- Please send through the list of pre-screening questions you'd like Job Connect/frontline staff to go through with the clients
- A4 flier/poster/images we can use when promoting these opportunities to our clients

As mentioned, I'll let you know asap re: capacity to host the session. If it turns out neither MSD or NZ Bus have capacity to host this time, would it be suitable if we send you the pre-screened list of candidates with details, and your team can contact them directly for next steps?

Thanks and look forward to hearing from you.

Kind regards,

s 9(2)(a)
s 9(2)(k) – Account Manager Corporate | Industry Partnerships | MSD National Office
| www.workandincome.govt.nz
Ministry of Social Development, Building A, 65 Main Highway, Eilerslie 1051

From: s 9(2)(a) [mailto:s 9(2)(a)@nzbus.co.nz]
Sent: Monday, 18 June 2018 5:12 p.m.
To: s 9(2)(a)
Cc:
Subject: RE: NZ Bus recruitment

Hi s 9(2)(a)

Good to hear from you and thanks for connecting – yes would be great to work with you.

s 9(2)(a) thanks for your patience. I would like to propose the following recruitment process in order to get the maximum candidate interaction and hopefully turn interactions into opportunities. We would like to run a recruitment seminar(s) in order to be more engaging:

- We hold the assessment centre @ Work and Income office/site – this is an exclusive recruitment drive for NZ Bus only.
- Candidates for this seminar will be pre-screened by Job Connect based on the phone screening questions we provide them.
- Candidates present at this seminar will be shown our presentation and given the option to stay or leave for the next step.
- Next step is literacy, numeracy and road code test. This will take 45 minutes per applicant.

- We will check the answers and based on our benchmarks for candidates who passed will be paperwork to be completed – Info sheet, ref check, MOJ, PV etc.
- The passed candidates will be invited for the driving test + interview at NZ Bus City Depot. NZ Bus will work out the logistics of this and get arrange the interview for another day.
- Hopefully by then all the MOJs and DSH reports would have returned so we will be in the position to offer them the role pending driving test and interview.
- At all times, candidates are to be instructed that if they FAIL any pre-employment checks, the application wont be taken forward.

To get more out of this relationship, its viable for us to run a short assessment centre at your venue, get a buy in from the candidates that we are serious about hiring and then follow the proposal above.

Our minimum requirements are:

- Class 1 Full NZ Drivers licence held for minimum 2 years or more. If the licence is under 2 years, they need to provide an exemption given by NZTA.
- That passion of working and serving the community.
- Availability across all 7 days for rostered shifts. However they are only rostered for any 5 days out of those 7. So if they have a Sunday religious service, they need to work around those hours for this role as buses are operational 24/7 365!
- Unlike many other jobs, Bus Driving is not really flexible – the buses need to run, the routes need to be operational, customers need to travel, we have a role to play in making sure a smooth and efficient service is happening.

Any clarity required on the info above, please call me.

Speak soon

Regards

s 9(2)(a) | Recruiter
s 9(2)(k) | s 9(2)(a) @nzbus.co.nz

NZBus | Auckland Regional Operations



From: s 9(2)(a) @msd.govt.nz>
Sent: Monday, 18 June 2018 1:59 PM
To: s 9(2)(a) @nzbus.co.nz>
Subject:

Hi s 9(2)(a)

s 9(2)(a) has forwarded me your details

I was working with NZ Bus previously with recruitment, but I am thinking most of your colleagues from that time have left there now

I'd like to see if we can list your opportunities if you are willing to engage

Let me know your thoughts please

Thanks

----- This email and any attachments may contain information that is confidential and subject to legal privilege. If you are not the intended recipient, any use, dissemination, distribution or duplication of this email and attachments is prohibited. If you have received this email in error please notify the author immediately and erase all copies of the email and attachments. The Ministry of Social Development accepts no responsibility for changes made to this message or attachments after transmission from the Ministry. -----

RELEASED UNDER THE
OFFICIAL INFORMATION ACT

s 9(2)(a)

From: s 9(2)(a)
Sent: Monday, 25 June 2018 5:07 p.m.
To: s 9(2)(a)
Subject: Re: Pre req questions

Hi s 9(2)(a)

Just got your message - I'll need to run this past the teams internally, so will get back to you hopefully tomorrow.

Thanks,

s 9(2)(a)

Account Manager - Industry Partnerships
Ministry of Social Development
M: s 9(2)(k)

Sent from my iPhone

On 25/06/2018, at 1:51 PM, s 9(2)(a) <s 9(2)(a)@nzbus.co.nz> wrote:

Hi s 9(2)(a) pre req questions attached.

Should we trial 2 weeks for you to run the campaign?

You can collate all results of screened applicants and email me directly on a weekly basis, say every Friday? Please make sure the questionnaire below is answered **ALONG** with candidate CV attached. We are skipping the online application stage to trial how this goes. In the future, candidates might be applying online.

If you have any questions, shout out!

Cheers

s 9(2)(a) Recruiter
s 9(2)(k) s 9(2)(a) @nzbus.co.nz

NZBus | Auckland Regional Operations


<Pre Req questions - WINZ.docx>

s 9(2)(a)

From: s 9(2)(a)
Sent: Tuesday, 26 June 2018 3:14 p.m.
To: s 9(2)(a)
Subject: RE: Pre req questions

Hi s 9(2)(a)

You must have ESP – I've just spoken to the region and Job Connect: we're happy to get the promotions started asap, and we'll be able to host the session at one of our sites (looks like it'll be Grey Lynn at this stage). With a 2-week lead-in, how would 9th July suit you?

With the pre-screening questions you sent through, we feel it's best to keep this level of detail to the face-to-face interviews you'll have when you come onsite. Job Connect is a remote contact centre, and the way they work is more amenable to bulk promotions and referrals. JC can pre-screen for basic criteria (full licence for 2+ years, able to pass drug/alcohol screening, able to pass a police check).

If you can confirm re: the details above, I'll let the teams know to get started with promotions and referrals.

Just a heads-up also that I'll be overseas from start of next week till 23rd July – in the meantime, my colleague s 9(2)(a) will be overseeing this project.

Thanks,

s 9(2)(a)

s 9(2)(k) – Account Manager Corporate | Industry Partnerships | MSD National Office
www.workandincome.govt.nz

Ministry of Social Development, Building A, 65 Main Highway, Ellerslie 1051

From: s 9(2)(a) @nzbus.co.nz]
Sent: Tuesday, 26 June 2018 2:55 p.m.
To: s 9(2)(a)
Subject: RE: Pre req questions

Hi s 9(2)(a)

Any update here please?

Repetition - refer to email dated 25 June 2018 5:07pm

Cheers

Repetition

s 9(2)(a)

From: s 9(2)(a)
Sent: Wednesday, 27 June 2018 2:43 p.m.
To: s 9(2)(a)
Subject: RE: Pre req questions

Hi s 9(2)(a)

I've discussed with Job Connect – they're happy to ask regarding height, but not the weight requirement. We'll need to leave this part up to NZ Bus' internal recruitment process.

The rest of the process is fine as it stands, in terms of Job Connect referring candidates directly to yourself. Please confirm if you're happy to go ahead with this.

Kind regards,

s 9(2)(a)

s 9(2)(k) - Account Manager Corporate | Industry Partnerships | MSD National Office
| www.workandincome.govt.nz

Ministry of Social Development, Building A, 65 Main Highway, Ellerslie 1051

From: s 9(2)(a) [mailto:s 9(2)(a)@nzbus.co.nz]
Sent: Tuesday, 26 June 2018 3:56 p.m.
To: s 9(2)(a)
Subject: RE: Pre req questions

s 9(2)(a)

As discussed the weight and height is an important aspect for pre-screening since its about them fitting in the driver seat. Those benchmark questions are asked to all our applicants who apply online. If they don't meet the benchmark, we cannot proceed with their application. If they are, for example, 108kgs and the benchmark is 110 and under, we can still look at them but we might conduct a seat trial. It all depends on how the other questions are answered too. The candidate will have be made aware of this since it's a specific ask but justified due to the nature of the role.

s 9(2)(a)

From: s 9(2)(a)
Sent: Tuesday, 26 June 2018 3:37 PM
To: s 9(2)(a) [mailto:s 9(2)(a)@msd.govt.nz]
Subject: RE: Pre req questions

Hi s 9(2)(a)

Lets hold doing the seminar at Grey Lynn on 9 July. If JC can simply started pre-screening the candidates using the following questions that will be great. Once a candidate is screened send us the following:

- Pre-requisites questionnaire completed
- CV (with a contactable phone number)

This can start ASAP. Send us the details on daily basis and we will collate them, phone screen them and invite them to our assessment centre.

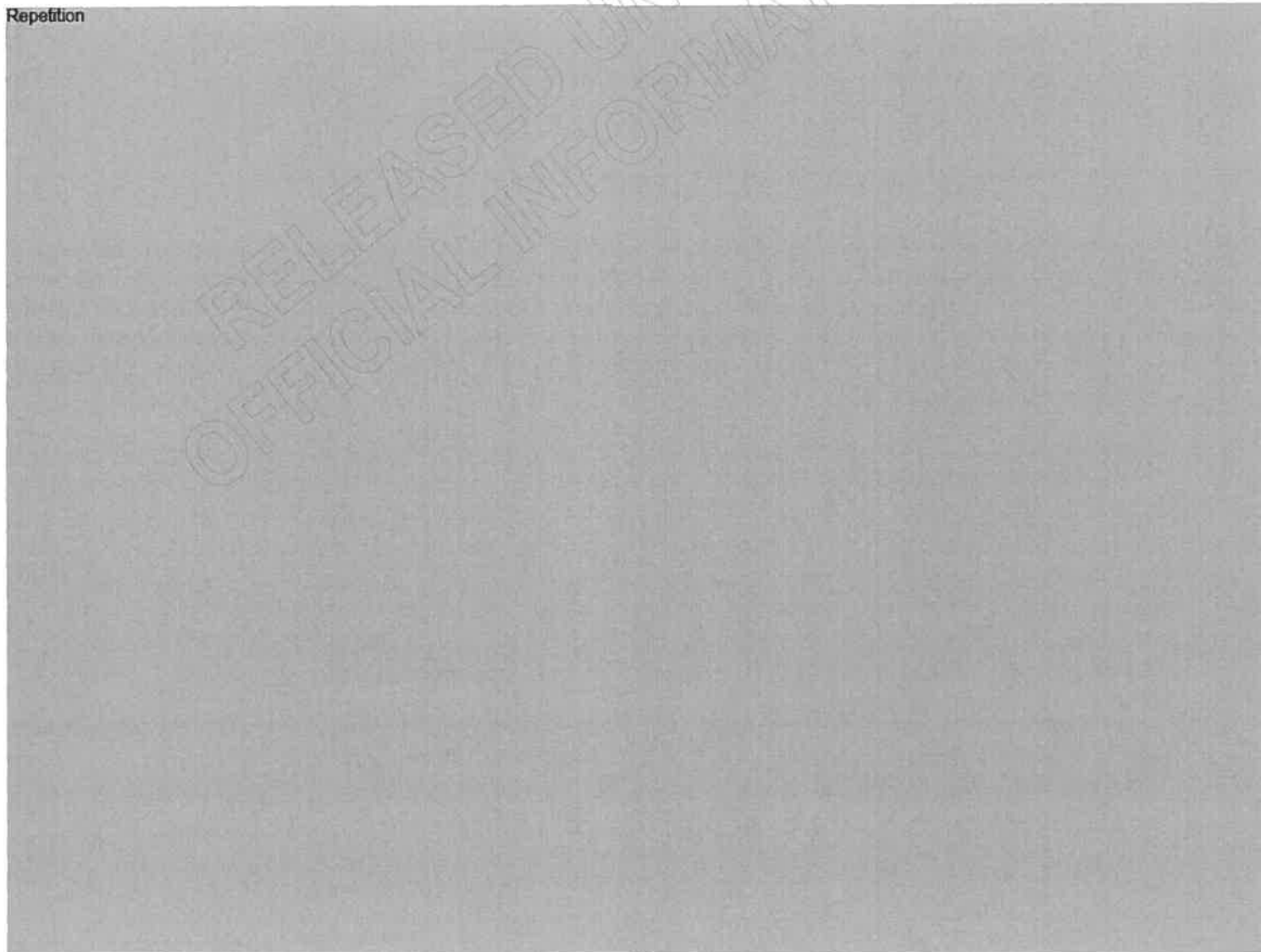
Cheers

Pre-requisites

- **NZ Full Drivers licence held minimum for 2 Years OR hold an exemption from NZTA** *(This is a must have. No need to ask any other questions if they don't have a Full Licence held for 2 years or more)*
- **Must be available to work ANY 5 days a week on a 7 day roster. Weekend work involved.**
- **Weight** *(kgs – not more than 110):*
- **Height** *(cms – not less than 160 and not more than 185):*
- **Does the candidate have past/current injuries or illnesses?**
- **Would they pass a pre-employment DRUG, ALCOHOL, POLICE VETTING, CRIMINAL check? If no, what is the issue/conviction and how long ago was it?**
- **Ever been disqualified from driving? If yes, when?**

Repetition - refer to email dated 26 June 2018 3:14pm

Repetition



s 9(2)(a)

From: s 9(2)(a)
Sent: Wednesday, 27 June 2018 2:54 p.m.
To: s 9(2)(a)
Subject: RE: Pre req questions

s 9(2)(a)

Thanks I'll advise the team and let you know as soon as promotions have started.

s 9(2)(a)

From: s 9(2)(a) [mailto:s 9(2)(a)@nzbus.co.nz]
Sent: Wednesday, 27 June 2018 2:51 p.m.
To: s 9(2)(a)
Subject: RE: Pre req questions

Hi s 9(2)(a)

Please go ahead.

s 9(2)(a)

From: s 9(2)(a) [mailto:s 9(2)(a)@msd.govt.nz]
Sent: Wednesday, 27 June 2018 2:43 PM
To: s 9(2)(a) [mailto:s 9(2)(a)@nzbus.co.nz]
Subject: RE: Pre req questions

Hi s 9(2)(a)

I've discussed with Job Connect – they're happy to ask regarding height, but not the weight requirement. We'll need to leave this part up to NZ Bus' internal recruitment process.

The rest of the process is fine as it stands, in terms of Job Connect referring candidates directly to yourself. Please confirm if you're happy to go ahead with this.

Kind regards,

s 9(2)(a)

s 9(2)(k)

– Account Manager Corporate | Industry Partnerships | MSD National Office
www.workandincome.govt.nz

Ministry of Social Development, Building A, 65 Main Highway, Ellerslie 1051

Repetition

s 9(2)(a)

From: s 9(2)(a)
Sent: Thursday, 28 June 2018 9:50 a.m.
To: s 9(2)(a)
Cc:
Subject: NZ Bus/MSD recruitment

Hi s 9(2)(a)

s 9(2)(a)

Just confirming a few details: s 9(2)(a) at Job Connect is the lead ESR for our bus and coach recruitments, and her colleague s 9(2)(a) will be overseeing the text/email promotions while she's away. s 9(2)(a) has just confirmed that the first round of promo texts are going out today - s 9(2)(a) if we can have a quick update on progress with this tomorrow, that would be much appreciated.

s 9(2)(a)

s 9(2)(a) as we progress with the recruitment, it would be good for us to have feedback on the candidates referred on a weekly basis. And s 9(2)(a) if you could likewise keep s 9(2)(a) posted with progress from your side, and refer any suitable candidates directly through to him.

Any queries at this stage, please reply all and we can address them at the outset.

Thanks everyone,

s 9(2)(a)

- Account Manager Corporate | Industry Partnerships | MSD National Office

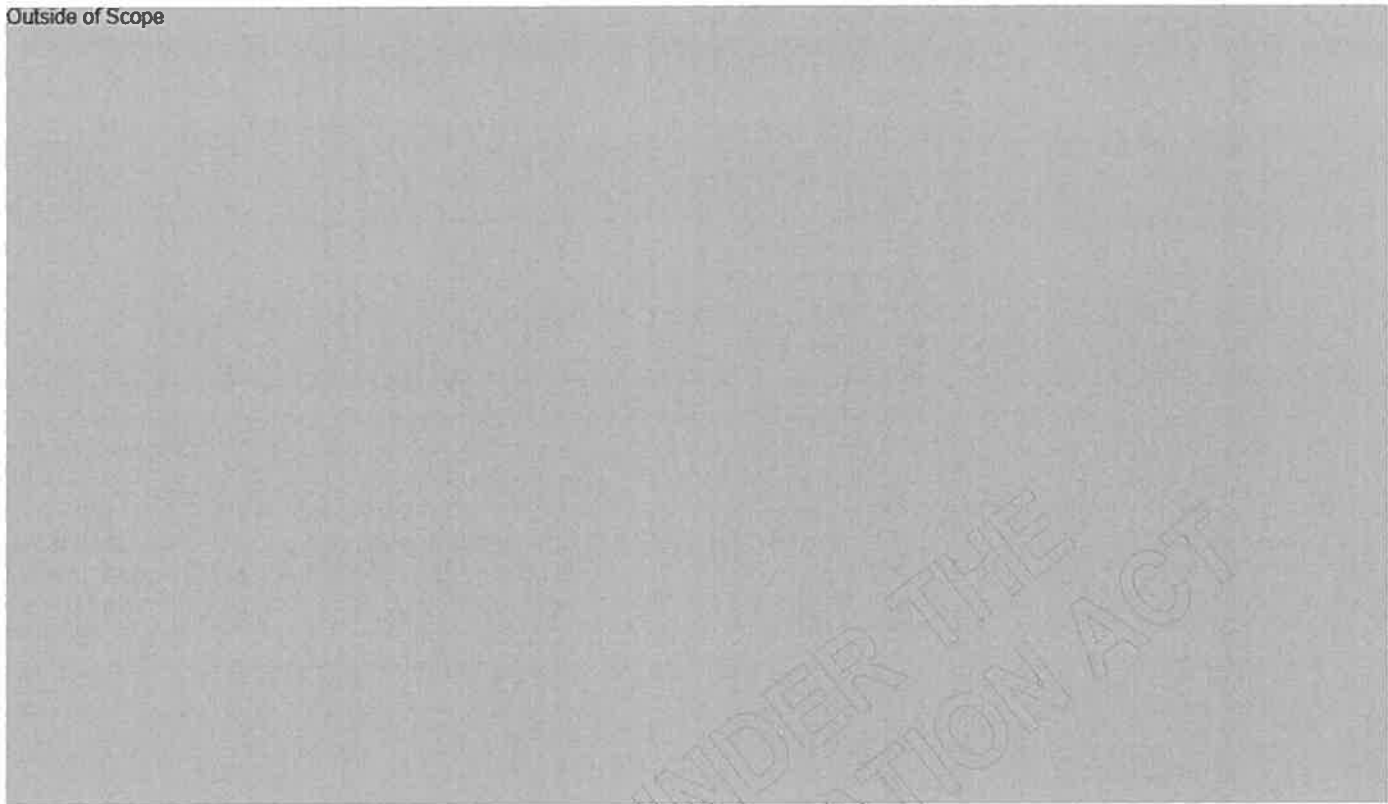
s 9(2)(k)

| www.workandincome.govt.nz

Ministry of Social Development, Building A, 65 Main Highway, Ellerslie 1051

RELEASED UNDER THE OFFICIAL INFORMATION ACT

Outside of Scope



From: s 9(2)(a) [redacted]@nzbus.co.nz]
Sent: Tuesday, 21 August 2018 4:27 p.m.
To: s 9(2)(a) [redacted]
Cc: [redacted]
Subject: Handover

Hi

Please note that I will be leaving NZ Bus in the next 3 weeks. Direct all further correspondence to my colleague s 9(2)(a) [redacted] who will look after recruitment from hereon.

It was a pleasure working with you, wishing you all the best.

s 9(2)(a) [redacted] Work and Income have been sending us candidates and they mainly come via s 9(2)(a) [redacted] manage our account while s 9(2)(a) [redacted] calls and screens the candidates.

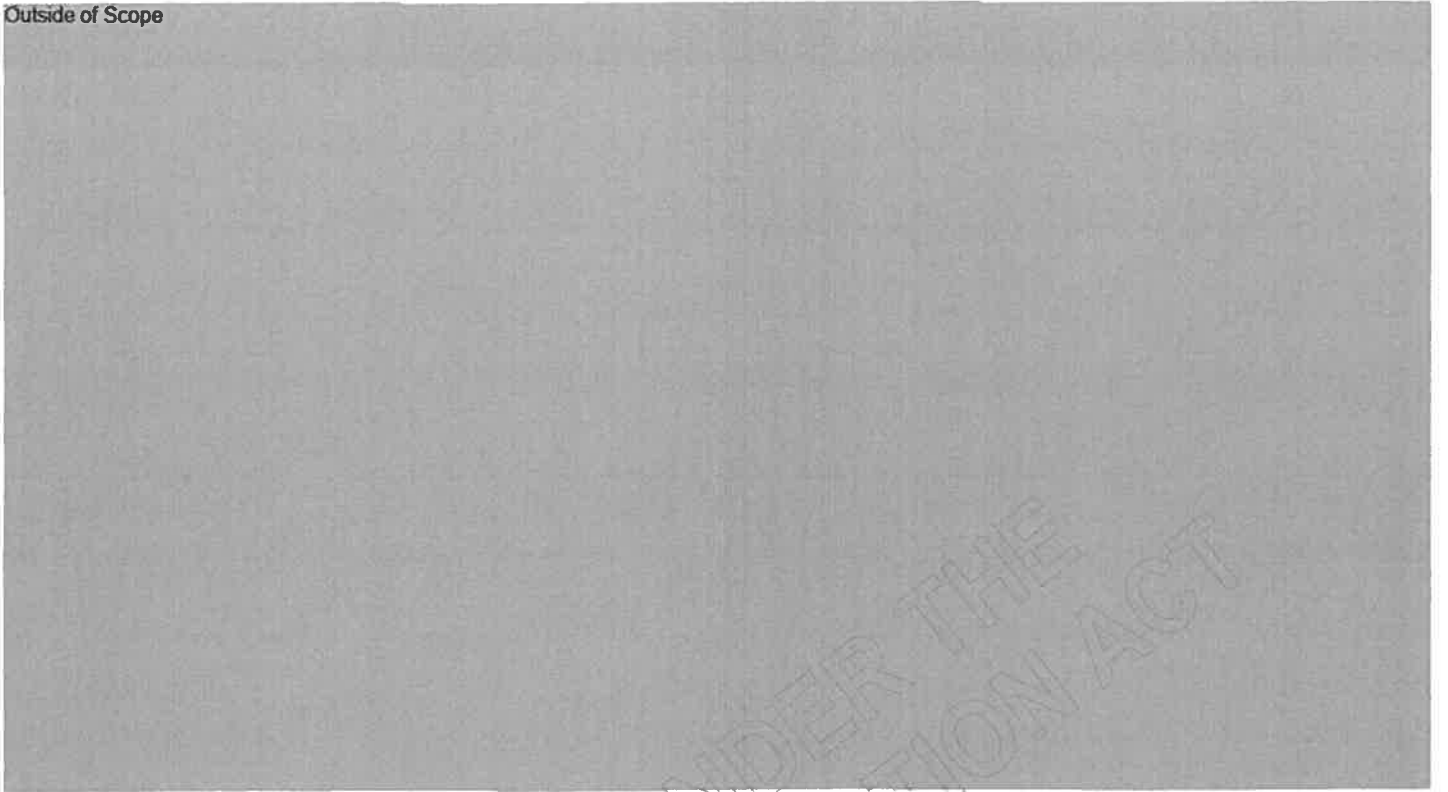
Regards

s 9(2)(a) [redacted] | Recruiter
s 9(2)(k) [redacted]
s 9(2)(a) [redacted]@nzbus.co.nz | www.nzbus.co.nz/careers

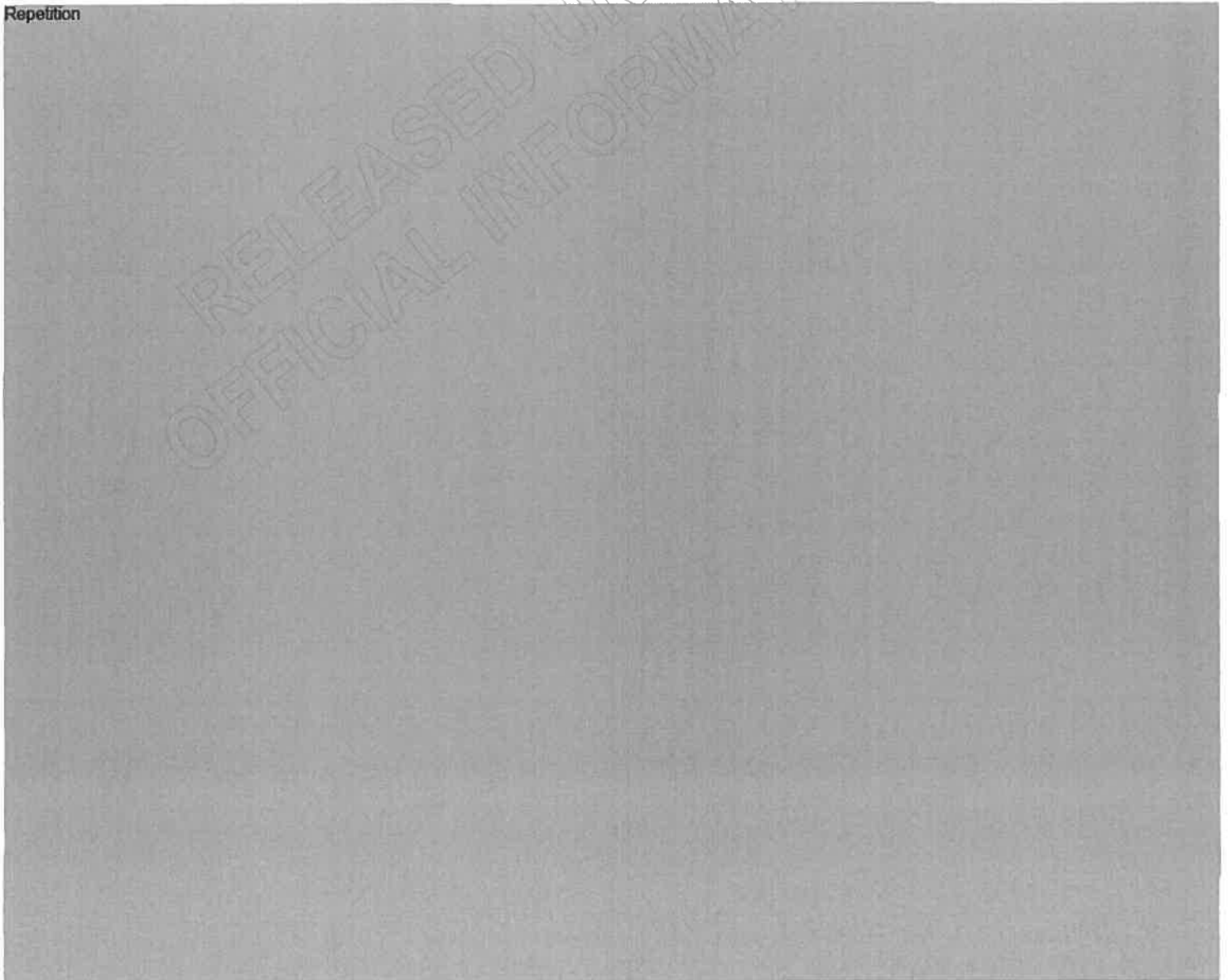
NZBus | Auckland Regional Operations



Outside of Scope



Repetition



s 9(2)(a)

From: s 9(2)(a) on behalf of s 9(2)(a) @nzbus.co.nz
Sent: Monday, 2 July 2018 12:38 p.m.
To: s 9(2)(a)
Cc:
Subject: RE: NZ Bus/MSD recruitment

Hi s 9(2)(a)

Thank you for this – yes daily screening results work fine for me.

I understood the following questions were to be asked from all candidates phone screened as discussed with s 9(2)(a). Please screen the future applicants with the questions below and add them to your spreadsheet. I understand you wont ask them the 'weight' and 'height' question so that's fine.

Regards

Repetition



From: s 9(2)(a) @msd.govt.nz
Sent: Friday, 29 June 2018 2:01 PM
To: s 9(2)(a) @nzbus.co.nz
Cc: s 9(2)(a) @msd.govt.nz; s 9(2)(a) @msd.govt.nz
Subject: RE: NZ Bus/MSD recruitment

Good afternoon s 9(2)(a)

Thank you for this. Here is a candidate that had responded to our initial screening. As candidates are screened we will send them out to you at the end of each day. Please advise if this will suit?

| Name | Phone Number | Email | Licence | Comments | CV |
|------|--------------|-------|---------|----------|----|
|------|--------------|-------|---------|----------|----|

s 9(2)(a)

If there is anything further that you need please do let me know.

Have a great weekend!

Thanks

s 9(2)(a)

s 9(2)(k)

s 9(2)(a)

Employment Support Representative | Job Connect

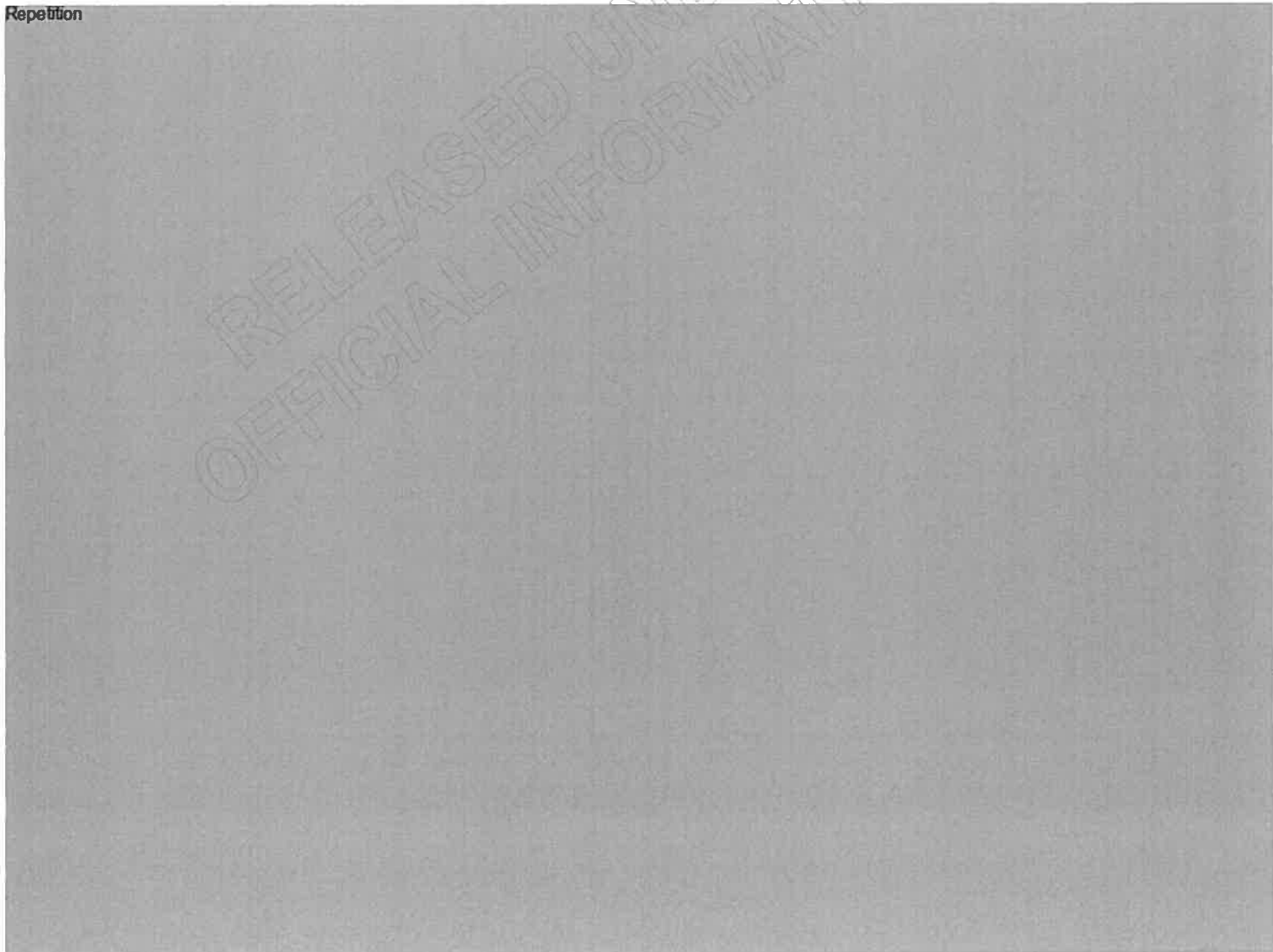
Job Search Line: 0800 779 009 | Employer Line: 0800 778 008 | Email:

Job Connect National@workandincome.govt.nz

| | |
|--------------------------|--------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> |
|--------------------------|--------------------------|

Employer Advice Line offers free support to employers managing staff with a disability or health condition. Phone 0800 805 405 or [find out more here](#)

Repetition



RELEASED UNDER THE OFFICIAL INFORMATION ACT

s 9(2)(a)

From: s 9(2)(a) on behalf of s 9(2)(a) @nzbus.co.nz>
Sent: Wednesday, 25 July 2018 4:47 p.m.
To: s 9(2)(a)
Cc:
Subject: RE: NZ Bus/MSD recruitment

Hi s 9(2)(a)

Hope you are well.

If a candidate clears all background checks, medical check, interview, we reimburse the class 2L (\$93.90) and P (\$74.10) endorsement fee once they start working for us.

update – s 9(2)(a) has been invited to attend Assessment Centre on Friday this week. Please give her a reminder, so will I.

s 9(2)(a) she has failed her medical check. I am following up with medical to check on what grounds she failed it on.

Cheers

From: s 9(2)(a) @msd.govt.nz>
Sent: Wednesday, 25 July 2018 10:53 AM
To: s 9(2)(a) @nzbus.co.nz>; s 9(2)(a) @msd.govt.nz>
Cc: s 9(2)(a) @msd.govt.nz>
Subject: RE: NZ Bus/MSD recruitment

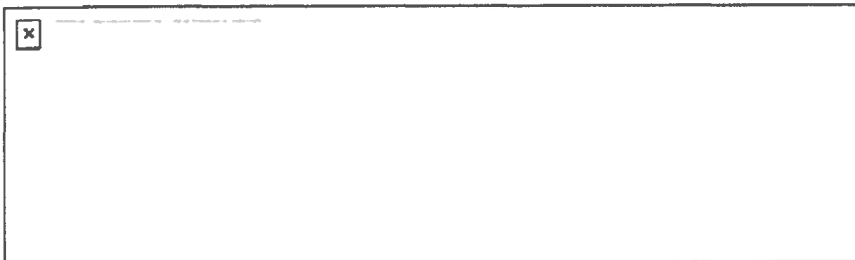
Hi s 9(2)(a)

Hope you're well, but just asking if NZ Bus still provide licences to successful candidates?

s 9(2)(a) Work Broker
s 9(2)(k) www.workandincome.govt.nz
Grey Lynn Community Link, 562 Richmond Road, Grey Lynn, PO Box 47 543, Auckland 1144

Looking for a Job? Check out our jobs online. www.job-bank.workandincome.govt.nz/find-a-job/search.aspx

Looking for staff? We can provide you with the right people, help with training and it's free. Check us out online www.workandincome.govt.nz/business or contact our business line on 0800 778 008.



From: s 9(2)(a) [redacted]@nzbus.co.nz]
Sent: Wednesday, 18 July 2018 4:51 p.m.
To: s 9(2)(a) [redacted]
Cc: [redacted]
Subject: RE: NZ Bus/MSD recruitment

Thanks s 9(2)(a) [redacted]

I invited her for interview this Friday but she mentioned she cant make it due to doctors appointment. So I have invited her for 27 July, next Friday. She confirmed she will attend.

Also, please follow up on s 9(2)(a) [redacted]. She was suppose to get assistance with getting Class 2L and P licences from AA and visited Work and Income for assistance. Can you please check if this was done?

Regards

From: s 9(2)(a) [redacted]@msd.govt.nz>
Sent: Monday, 16 July 2018 4:12 PM
To: s 9(2)(a) [redacted]@nzbus.co.nz>
Cc: [redacted]@govt.nz>
Subject: RE: NZ Bus/MSD recruitment

Hi s 9(2)(a) [redacted]

Please find another CV attached for a candidate for your consideration.

| Name | Phone Number | Email | Licences | Reliable Transport |
|----------------------|--------------|-------|----------|--------------------|
| s 9(2)(a) [redacted] | | | | |

Thanks. s 9(2)(a) [redacted]

Employment Support Representative | Job Connect
Job Search Line: 0800 779 009 | Employer Line: 0800 778 008
Email: Job_Connect_National@workandincome.govt.nz

| | |
|--------------------------|--------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> |
|--------------------------|--------------------------|

Employer Advice Line offers free support to employers managing staff with a disability or health condition. Phone 0800 805 405 or [find out more here](#)

From: s 9(2)(a) [redacted]
Sent: Friday, 13 July 2018 4:02 p.m.
To: s 9(2)(a) [redacted]
Cc: [redacted]
Subject: RE: NZ Bus/MSD recruitment

Hi s 9(2)(a) [redacted]

Thanks for the update. I'll follow up with s 9(2)(a) [redacted]

s 9(2)(a)

Please keep me updated with [redacted] application.

Hope you have a good weekend too.

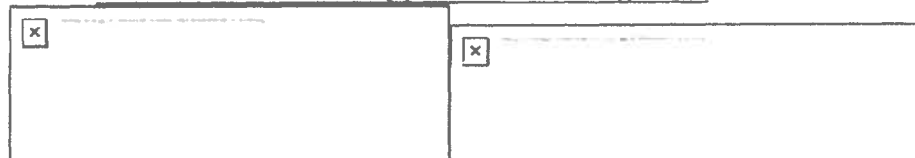
Thanks,

s 9(2)(a)

[redacted] | **Employment Support Representative | Job Connect**

Job Search Line: 0800 779 009 | Employer Line: 0800 778 008

Email: Job_Connect_National@workandincome.govt.nz



Employer Advice Line offers free support to employers managing staff with a disability or health condition. Phone 0800 805 405 or [find out more here](#)

From: s 9(2)(a) [redacted] @nzbus.co.nz]
Sent: Friday, 13 July 2018 3:53 p.m.
To: s 9(2)(a) [redacted]
Cc: [redacted]
Subject: RE: NZ Bus/MSD recruitment

Hi there

s 9(2)(a)

s 9(2)(a) [redacted] was a no show. s 9(2)(a) [redacted] showed up – she was lovely and we are proceeding her to the next stage.

Have a good weekend.

From: s 9(2)(a) [redacted] @msd.govt.nz>
Sent: Tuesday, 10 July 2018 1:26 PM
To: s 9(2)(a) [redacted] @nzbus.co.nz>
Cc: [redacted] .govt.nz>
Subject: RE: NZ Bus/MSD recruitment

Hi s 9(2)(a) [redacted]

Sorry about that, I've attached his CV with this email. Please find another candidate for your consideration.

Thank you for the updates - I appreciate it. How was s 9(2)(a) [redacted] interview? I'll follow up with s 9(2)(a) [redacted]

Please also let me know how s 9(2)(a) [redacted] interview goes.

| Name | Phone Number | Email | Licences | Reliable Transport | PC | DT | Availability | Comments | CV |
|----------------------|--------------|-------|----------|--------------------|----|----|--------------|----------|----|
| s 9(2)(a) [redacted] | | | | | | | | | |

Please feel free to contact me via email or on s 9(2)(k) [redacted] if there is anything I can help with.

Thanks,

s 9(2)(a)

Employment Support Representative | Job Connect

Job Search Line: 0800 779 009 | Employer Line: 0800 778 008

Email: Job_Connect_National@workandincome.govt.nz

| | |
|---|---|
| x | x |
|---|---|

Employer Advice Line offers free support to employers managing staff with a disability or health condition. Phone 0800 805 405 or [find out more here](#)

From: s 9(2)(a) @nzbus.co.nz]

Sent: Tuesday, 10 July 2018 1:19 p.m.

To: s 9(2)(a)

Cc:

Subject: RE: NZ Bus/MSD recruitment

Hi s 9(2)(a)

s 9(2)(a)

Thank you – could you please send CVs for all candidates in the future as well? I have invited s 9(2)(a) for an interview this Friday.

Please note: s 9(2)(a) attend interview last Friday however s 9(2)(a) did not even after me confirming with him his attendance.

Regards

From: s 9(2)(a) 002 @msd.govt.nz>

Sent: Friday, 6 July 2018 4:32 PM

To: s 9(2)(a) @nzbus.co.nz>

Cc: .govt.nz>

Subject: RE: NZ Bus/MSD recruitment

Hi s 9(2)(a)

s 9(2)(a)

I hope you have been well. My name is s 9(2)(a) and I will be continuing s 9(2)(a) work from hereon. My phone number is s 9(2)(k) should you need to contact me.

Please find a candidate below for your consideration.

| Name | Phone Number | Email | Licences | Reliable Transport | PC | DT | Availability | Comments | CV |
|-----------|--------------|-------|----------|--------------------|----|----|--------------|----------|----|
| s 9(2)(a) | | | | | | | | | |

Thanks
s 9(2)(a)

s 9(2)(a) Employment Support Representative | Job Connect

Job Search Line: 0800 779 009 | Employer Line: 0800 778 008

Email: Job_Connect_National@workandincome.govt.nz

| | |
|--------------------------|--------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> |
|--------------------------|--------------------------|

Employer Advice Line offers free support to employers managing staff with a disability or health condition. Phone 0800 805 405 or [find out more here](#)

From: s 9(2)(a) @nzbus.co.nz]

Sent: Wednesday, 4 July 2018 3:10 p.m.

To: s 9(2)(a)

Cc:

Subject: RE: NZ Bus/MSD recruitment

Hi s 9(2)(a)

Both s 9(2)(a) have been invited for an assessment centre on Friday, 6 July.

Regards

From: s 9(2)(a) @msd.govt.nz>

Sent: Wednesday, 4 July 2018 8:57 AM

To: s 9(2)(a) @nzbus.co.nz>

Cc: s 9(2)(a) <s 9(2)(a) @msd.govt.nz>

Subject: RE: NZ Bus/MSD recruitment

Good morning s 9(2)(a)

Here are a couple more candidates for you. Ilaisaane is back today.

| Name | Phone Number | Email | Licences | Reliable Transport | PC | DT | Availability | Comments | CV |
|-----------|--------------|-------|----------|--------------------|----|----|--------------|----------|----|
| s 9(2)(a) | | | | | | | | | |

| | | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|--|
| | | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|--|

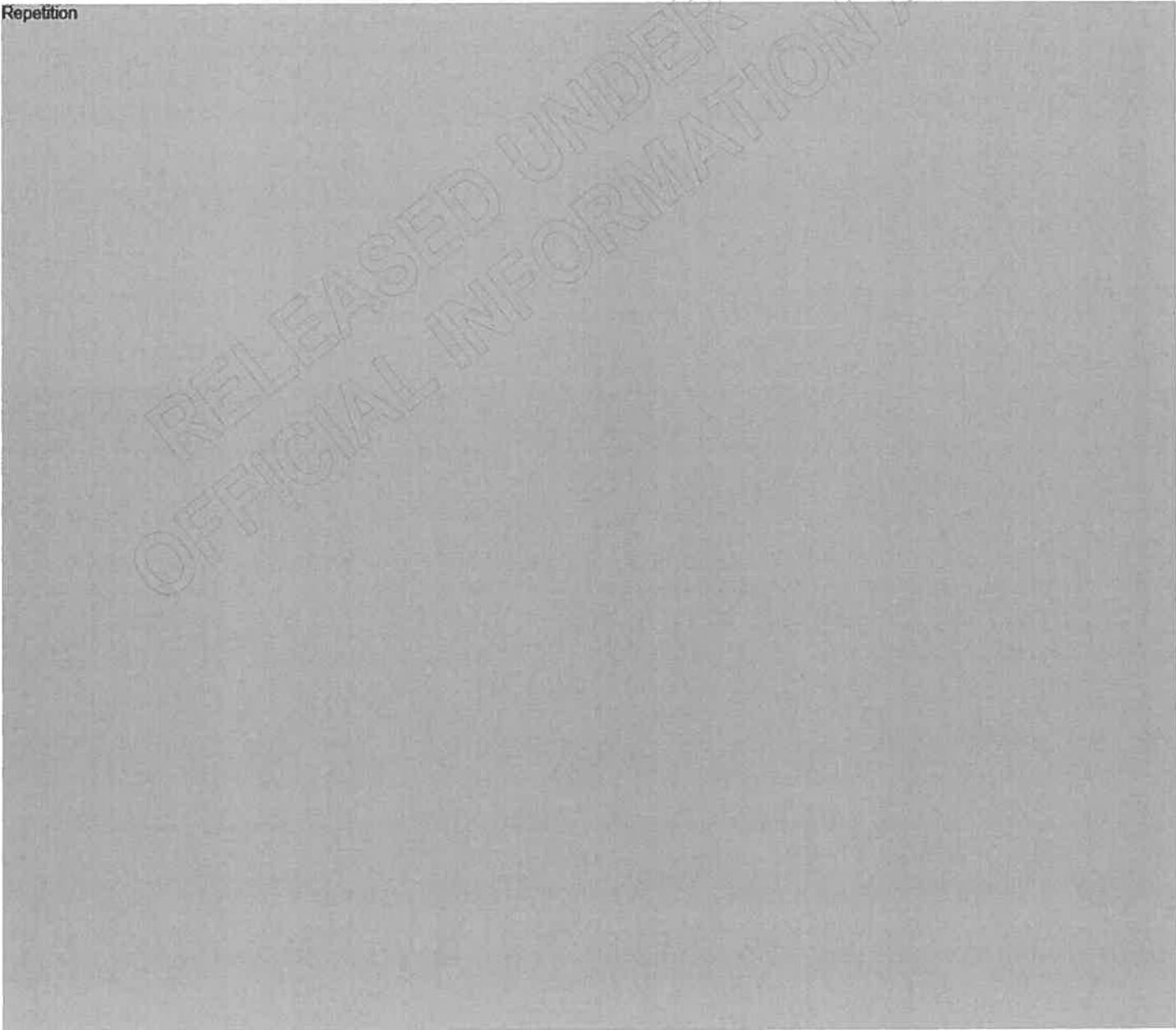
Kind regards,
s 9(2)(a)
s 9(2)(k)

s 9(2)(a) | **Employment Support Representative | Job Connect**
Job Search Line: 0800 779 009 | Employer Line: 0800 778 008 | Email:
Job_Connect_National@workandincome.govt.nz

| | | | |
|--------------------------|--|--------------------------|--|
| <input type="checkbox"/> | | <input type="checkbox"/> | |
|--------------------------|--|--------------------------|--|

Employer Advice Line offers free support to employers managing staff with a disability or health condition. Phone 0800 805 405 or [find out more here](#)

Repetition



RELEASED UNDER THE OFFICIAL INFORMATION ACT

s 9(2)(a)

From: s 9(2)(a) on behalf of s 9(2)(a) @nzbus.co.nz
Sent: Monday, 6 August 2018 2:37 p.m.
To: s 9(2)(a)
Cc:
Subject: RE: NZ Bus/MSD recruitment

Hi

Thanks, will contact s 9(2)(a)

This recruitment is on-going. Our vacancy numbers change per month. This month we are looking for 20 drivers for Auckland City Location.

Regards

From: s 9(2)(a) 002@msd.govt.nz
Sent: Thursday, 2 August 2018 3:06 PM
To: s 9(2)(a) s.co.nz
Cc: @msd.govt.nz> s 9(2)(a) @msd.govt.nz>
Subject: RE: NZ Bus/MSD recruitment

Hi s 9(2)(a)

I have another candidate for your consideration. CV attached.

Also, have you got a number on the number of Bus Drivers you are looking for? We just need some sort of guidance on this as the role has been listed for over a month.

| Name | Phone Number | Email | Licences | Reliable Transpo |
|-----------|--------------|-------|----------|------------------|
| s 9(2)(a) | | | | |

Please feel free to contact me on s 9(2)(k) if there is anything I can help with.

Thanks,

s 9(2)(a)

Employment Support Representative | Job Connect

Job Search Line: 0800 779 009 | Employer Line: 0800 778 008

Email: Job_Connect_National@workandincome.govt.nz

Employer Advice Line offers free support to employers managing staff with a disability or health condition. Phone 0800 805 405 or [find out more here](#)

s 9(2)(a)

From: s 9(2)(a) on behalf of s 9(2)(a) @nzbus.co.nz>
Sent: Tuesday, 21 August 2018 4:22 p.m.
To: s 9(2)(a)
Cc:
Subject: RE: NZ Bus/MSD recruitment

Hi

Thank you – I have left him a voicemail to call back.

Regards

From: s 9(2)(a) @msd.govt.nz>
Sent: Monday, 20 August 2018 12:26 PM
To: s 9(2)(a) s.co.nz>
Cc: @msd.govt.nz>; s 9(2)(a) @msd.govt.nz>
Subject: RE: NZ Bus/MSD recruitment

Hi s 9(2)(a)

Just spoke with this excellent candidate for the role. Details below and CV attached.

| Name | Phone Number | Email | Licences | Reli
Tran |
|-----------|--------------|-------|----------|--------------|
| s 9(2)(a) | | | | |

Please let me know if you have any updates on s 9(2)(a) application.

Thanks,

s 9(2)(a) **Employment Support Representative | Job Connect**
 Job Search Line: 0800 779 009 | Employer Line: 0800 778 008
 Email: Job_Connect_National@workandincome.govt.nz

Employer Advice Line offers free support to employers managing staff with a disability or health condition. Phone 0800 805 405 or [find out more here](#)

Repetition



s 9(2)(a)

From: s 9(2)(a) on behalf of s 9(2)(a)@nzbus.co.nz>
Sent: Tuesday, 21 August 2018 4:27 p.m.
To: s 9(2)(a)
Cc:
Subject: Handover

Hi

Outside of Scope

s 9(2)(a) Work and Income have been sending us candidates and they mainly come via s 9(2)(a) manage our account while s 9(2)(a) calls and screens the candidates.

Regards

s 9(2)(a) Recruiter
s 9(2)(k)
s 9(2)(a) www.nzbus.co.nz/careers

NZBus | Auckland Regional Operations



RELEASED UNDER THE OFFICIAL INFORMATION ACT

Outside of Scope

RELEASED UNDER THE
OFFICIAL INFORMATION ACT

Repetition

s 9(2)(a)

From: s 9(2)(a) on behalf of s 9(2)(a) @nzbus.co.nz>
Sent: Wednesday, 5 September 2018 4:34 p.m.
To: s 9(2)(a)
Cc:
Subject: RE: Bus Driver | Opportunity ID: s 9(2)(a)

Thanks. Invited him for interview this Friday.

Regards

From: s 9(2)(a) 002@msd.govt.nz>
Sent: Wednesday, 5 September 2018 11:56 AM
To: s 9(2)(a) @nzbus.co.nz>; s 9(2)(a) @nzbus.co.nz>
Cc: .govt.nz>; s 9(2)(a) @msd.govt.nz>
Subject: Bus Driver | Opportunity ID: s 9(2)(a)

Hi s 9(2)(a)

I've got a great candidate for you. CV attached and details below.

| Name | Phone Number | Email | Licences | Reliable Transport | PC | DT | Availability | Comments | CV |
|-----------|--------------|-------|----------|--------------------|----|----|--------------|----------|----|
| s 9(2)(a) | | | | | | | | | |

Thank you.

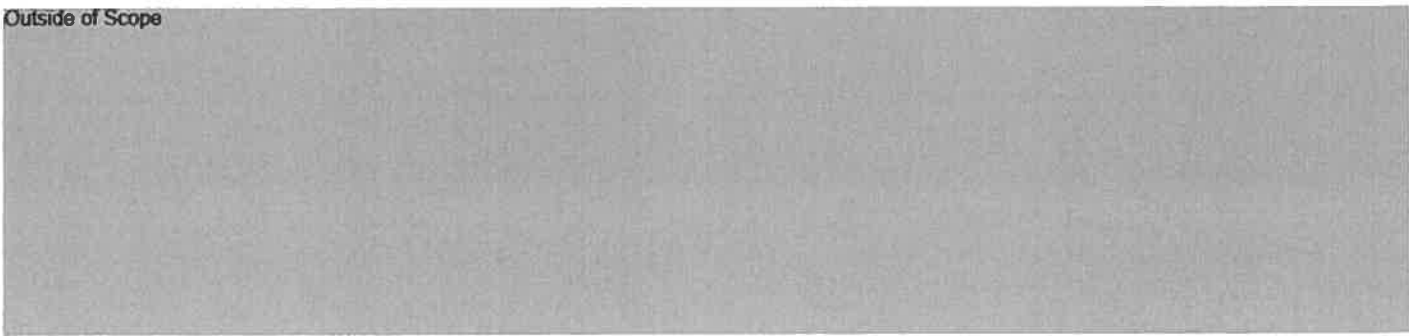
Kind regards,

s 9(2)(a) | **Employment Support Representative | Job Connect**
 Job Search Line: 0800 779 009 | Employer Line 0800 778 008
 Email: Job_Connect_National@workandincome.govt.nz

| | |
|---|---|
| x | x |
|---|---|

Employer Advice Line offers free support to employers managing staff with a disability or health condition. Phone 0800 805 405 or [find out more here](#)

Outside of Scope



Outside of Scope

Repetition

RELEASED UNDER THE
OFFICIAL INFORMATION ACT

s 9(2)(a)

From: s 9(2)(a)
Sent: Thursday, 31 January 2019 3:49 p.m.
To: s 9(2)(a)
Subject: FW: Vacancy form for Skills Match Report
Attachments: Work and Income Vacancy Template.docx

Follow Up Flag: Follow up
Flag Status: Flagged

Hi s 9(2)(a)

Here's all of the info on the role.

Just a summary:

Bus Driver 84 positions – Auckland.

All full-time permanent positions.

Requirements – appears to be the same as the seminar requirements

- Full licence, pass police, drug, alcohol, medical checks.

I've held off contacting the contact person because I wanted to run this by you first.

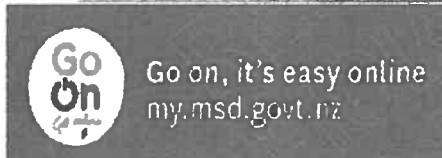
Please advise on what to do from here.

Thanks,
s 9(2)(a)

Employment Support Representative | Job Connect

Job Search Line: 0800 779 009 | Employer Line: 0800 778 008

Email: Job_Connect_National@workandincome.govt.nz



MINISTRY OF SOCIAL DEVELOPMENT
TE MANATU WHAKAHIAITO ORA

Employer Advice Line offers free support to employers managing staff with a disability or health condition. Phone 0800 805 405 or [find out more here](#)

From: s 9(2)(a)
Sent: Thursday, 31 January 2019 2:04 p.m.
To: Job_Connect_National (WORKANDINCOME)
Subject: FW: Vacancy form for Skills Match Report

Hi Team,

An employer is wanting an SMR for Bus Driving positions for their team based in Auckland. Any questions let me know 😊

Thanks

s 9(2)(a) **Employment Support Representative | Job Connect** {SeeMail}

Job Search Line: 0800 779 009 | Employer Line: 0800 778 008 | Email: JobConnectTransportWarehouseLogisticsAk@msd.govt.nz

Interested in the Industries below?



Building and construction

BUILD



Warehousing, transport and logistics

TRUCK



Security and aged healthcare

CARE



Contact Centre

DESK



Hospitality and retail

RETAIL

Text the Industry word to **590**



Go on, it's easy online
my.msd.govt.nz



MINISTRY OF SOCIAL DEVELOPMENT
TE HĀNATU WHĀKAMĀTIO ŌRA

Employer Advice Line offers free support to employers with disabled staff or staff with a health condition, (including mental health):

<https://www.msd.govt.nz/about-msd-and-our-work/work-programmes/initiatives/disabilityconfidentnz/employer-advice-line.html>

From: s 9(2)(a) [redacted]@nzbus.co.nz

Sent: Thursday, 31 January 2019 1:38 p.m.

To: s 9(2)(a) [redacted]

Cc:

Subject: RE: Vacancy form for Skills Match Report

Hi s 9(2)(a) [redacted]

Please find attached- let me know if you need anything extra. 😊

Kind Regards,

s 9(2)(a) [redacted]



s 9(2)(a) [redacted] Talent Acquisition Consultant
Email: s 9(2)(a) [redacted]@nzbus.co.nz
Website: www.nzbus.co.nz
Mobile: s 9(2)(k) [redacted]

100 Halsey Street | Viaduct Harbour | Auckland 1010 | New Zealand



From: s 9(2)(a) @msd.govt.nz>
Sent: Thursday, 31 January 2019 1:09 PM
To: s 9(2)(a) @nzbus.co.nz>
Subject: Vacancy form for Skills Match Report

Hi s 9(2)(a)

As per our telephone conversation please fill out the attached form then send it back at your earliest convenience.


Kind regards,

s 9(2)(a) **Employment Support Representative | Job Connect**
Job Search Line: 0800 779 009 | Employer Line: 0800 778 008 | Email:
JobConnectTransportWarehouseLogisticsAk@msd.govt.nz

Interested in the Industries below?

| | | | | |
|---|--|--|---|--|
| 
Building and
construction | 
Warehousing
transport and
logistics | 
Security and Aged
Healthcare | 
Contact Centre | 
Hospitality and
Retail |
| BUILD | TRUCK | CARE | DESK | RETAIL |

Text the Industry word to **590**

 Go on, it's easy online
my.msd.govt.nz

 **MINISTRY OF SOCIAL DEVELOPMENT**
TE HAKAHI WHAKAHIA ORA

Employer Advice Line offers free support to employers with disabled staff or staff with a health condition, (including mental health):
<https://www.msd.govt.nz/about-msd-and-our-work/work-programmes/initiatives/disabilityconfidentnz/employer-advice-line.html>

----- This email and any attachments may contain information that is confidential and subject to legal privilege. If you are not the intended recipient, any use, dissemination, distribution or duplication of this email and attachments is prohibited. If you have received this email in error please notify the author immediately and erase all copies of the email and attachments. The Ministry of Social Development accepts no responsibility for changes made to this message or attachments after transmission from the Ministry. -----

Vacancy Template

Employer Details

Provider ID: (if known)

Business Name: Transport Auckland Corporation Limited (Trading as NZ Bus)

New Zealand Business Number: 446298-5903655

Physical Address: 100 Halsey Street

Contact Person:

Position: Talent Acquisition Consultant

Contact Numbers: s 9(2)(k)

Email Address: s 9(2)(a)@nzbus.co.nz

Job Details

Job Title: Bus Driver

Number of Positions: 84

Days and Hours of Work: Varied- roster set up

Location of Work: Auckland

Full-Time/Part-Time: full time

Permanent/Temporary/ Casual: Permanent

Training Provided? Yes

Pay Details: per hour- \$17.72- First 3 months of service | \$20.98- Next six months | \$22.07- 9th month onwards

Job Description

Daily Tasks Involved in the role:

Driving a bus around Auckland

Customer Service, dealing with passengers

Revenue management, cashing handling

Health and Safety

Adhering to road code

Job Pre-requisites

(Years of Experience, Qualifications, Licences, Endorsements): Full Class 1 Driver's licence. Assistance provided to help with obtaining Class 2 licence and P endorsement which is a requirement of the job.

Pre-Employment Checks

Is drug testing required for this role? Yes drug and alcohol as well as a medical check that they are fit to drive passengers.

Would you consider hiring anyone with a previous Criminal Conviction? They must pass a police vetting including anything covered under the vulnerable children's act. If they have convictions that refrain them from getting a "P" endorsement on their licence we are unable to hire.

General Comments & Referral Protocol

Outside of Scope

From: § 9(2)(a)
Sent: Monday, 11 June 2018 8:58 a.m.
To: § 9(2)(a)
Subject: NZ Bus recruitment
Importance: High

Hi § 9(2)(a)

We recently met with NZ Bus, and they've expressed interest in working with us on their next recruitment coming up soon – we're just finalising the dates and details.

Can you please advise who will be our lead ESR for this account – I can give you guys a brief later today when you're free.

Basically the process will be the same as for our other bus & coach accounts (bulk promo text via the text 244 portal).

Thanks as always,

§ 9(2)(a)

- Account Manager Corporate | Industry Partnerships | MSD National Office

§ 9(2)(k)

www.workandincome.govt.nz

Ministry of Social Development, Building A, 65 Main Highway, Ellerslie 1051

Repetition

s 9(2)(a)

From: s 9(2)(a)
Sent: Tuesday, 5 February 2019 11:45 a.m.
To: Job_Connect_National (WORKANDINCOME)
Subject: FW: Meeting

From: s 9(2)(a)
Sent: Tuesday, 12 June 2018 2:38 p.m.
To: s 9(2)(a)
Cc:
Subject: RE: Meeting

Hi s 9(2)(a)

Thank you for sending this through.

Everything looks good and the website and document cover the fundamentals.

I'll get onto promotions (creating a flyer etc.) as soon as everything is finalised

Look forward to working with you.

Kind regards,
s 9(2)(a)

| **Employment Support Representative | Job Connect**
Job Search Line: 0800 779 009 | Employer Line: 0800-778 008
Email: Job_Connect_National@workandincome.govt.nz



Go on, it's easy online
my.msd.govt.nz



**MINISTRY OF SOCIAL
DEVELOPMENT**
TE HANATU WHAKAHIATO ORA

From: s 9(2)(a)
Sent: Tuesday, 12 June 2018 2:26 p.m.
To: s 9(2)(a)
Cc:
Subject: FW: Meeting

Hi s 9(2)(a)

Please see role description below from NZ Bus – can you please advise s 9(2)(a) if there's any other details needed as part of your promotions. He's finalising the details for the upcoming recruitment and coming back to us tomorrow, but we've pencilled in 26th June for the recruitment session, just as an FYI at this stage.

s 9(2)(a) at our meeting you mentioned you'd like NZ Bus branding on any emails going out – would you or someone from your team be able to provide a template or similar for this?

Thanks everyone.

Kind regards,

s 9(2)(a)

From: s 9(2)(a)
Sent: Tuesday, 5 February 2019 11:46 a.m.
To: Job_Connect_National (WORKANDINCOME)
Subject: FW: NZ Bus recruitment

From: s 9(2)(a)
Sent: Tuesday, 19 June 2018 9:54 a.m.
To: s 9(2)(a)
Cc:
Subject: RE: NZ Bus recruitment

Hi s 9(2)(a)

Great to be working with you s 9(2)(a) 😊

Everything sounds good and makes sense but I've just got a few questions,

- Will there be only one seminar?
- Any idea on how many positions are they looking to fill?

s 9(2)(a) please let me know if you get any information on the s 9(2)(a) highest wage claim, that would be great to use for promoting the campaign.

Thanks,

s 9(2)(a)

| Employment Support Representative | Job Connect
Job Search Line: 0800 779 009 | Employer Line: 0800 778 008
Email: Job_Connect_National@workandincome.govt.nz



Go on, it's easy online
my.msd.govt.nz



MINISTRY OF SOCIAL DEVELOPMENT
TE HANATU WHAKAHIATO ORA

Repetition

s 9(2)(a)

From: s 9(2)(a)
Sent: Tuesday, 5 February 2019 11:54 a.m.
To: Job_Connect_National (WORKANDINCOME)
Subject: FW: NZ Bus/MSD recruitment

From: s 9(2)(a)
Sent: Thursday, 19 July 2018 4:36 p.m.
To: s 9(2)(a)
Subject: RE: NZ Bus/MSD recruitment

Sounds good to me 😊

From: s 9(2)(a)
Sent: Thursday, 19 July 2018 4:35 p.m.
To: s 9(2)(a)
Subject: RE: NZ Bus/MSD recruitment

Hi s 9(2)(a)

Wow, best we wait and get s 9(2)(a) involved because we don't know what he promised

Work Broker

www.workandincome.govt.nz

Grey Lynn Community Link, 562 Richmond Road, Grey Lynn, PO Box 47 543, Auckland 1144

Looking for a Job? Check out our jobs online. www.job-bank.workandincome.govt.nz/find-a-job/search.aspx

Looking for staff? We can provide you with the right people, help with training and it's free. Check us out online www.workandincome.govt.nz/business or contact our business line on [0800 778 008](tel:0800778008).



Go on, it's easy online
my.msd.govt.nz

Repetition

s 9(2)(a)

From: s 9(2)(a)
Sent: Tuesday, 5 February 2019 11:55 a.m.
To: Job_Connect_National (WORKANDINCOME)
Subject: FW: NZ Bus update

From: s 9(2)(a)
Sent: Tuesday, 24 July 2018 1:12 p.m.
To: s 9(2)(a)
Subject: NZ Bus update

Hi s 9(2)(a)

Can I please get an update on progress with NZ Bus? I understand we got the recruitment rolling while you were away, and s 9(2)(a) was managing this in the meantime.

I haven't seen any updates since s 9(2)(a) email on 04/07, so just need to know where things are at.

Thanks heaps,

s 9(2)(a) – Account Manager Corporate | Industry Partnerships | MSD National Office
s 9(2)(a) | www.workandincome.govt.nz
Ministry of Social Development, Building A, 65 Main Highway, Ellerslie 1051

RELEASED UNDER THE OFFICIAL INFORMATION ACT

s 9(2)(a)

From: s 9(2)(a)
Sent: Tuesday, 5 February 2019 11:55 a.m.
To: Job_Connect_National (WORKANDINCOME)
Subject: FW: NZ Bus/MSD recruitment

From: s 9(2)(a)
Sent: Tuesday, 24 July 2018 2:00 p.m.
To: s 9(2)(a)
Cc:
Subject: FW: NZ Bus/MSD recruitment

Hi both,

Thanks for managing this with NZ Bus while I've been away – now back on deck and playing catch-up.

s 9(2)(a) re: NZ Bus' query re: assistance for the client below, neither myself nor s 9(2)(a) discussed options for financial support with s 9(2)(a) in our initial meetings. I assume he's asking because he has knowledge of our products and services from his previous role as a work broker. Given that Flexiwave is regionally administered, can I leave it to your discretion to assess the eligibility of the client and advise NZ Bus accordingly?

To clarify, we do not have a Skills for Industry contract with NZ Bus, and the initial scope of our discussions was purely about recruitment options.

Thanks,

s 9(2)(a)

s 9(2)(k)

– Account Manager Corporate | Industry Partnerships | MSD National Office
| www.workandincome.govt.nz

Ministry of Social Development, Building A, 65 Main Highway, Ellerslie 1051

Repetition

Repetition

From: s 9(2)(a)
Sent: Thursday, 19 July 2018 4:15 p.m.
To: s 9(2)(a)
Subject: RE: NZ Bus/MSD recruitment

Hi s 9(2)(a) s 9(2)(a)

Just gotten off the phone with s 9(2)(a) She hasn't gotten the assistance for her class 2 and P endorsement.

She also hasn't signed a contract with the company because she's going through the medical check, drug test and police check so that she meets the criteria before being hired by the company.

She said NZ Bus have booked her in to get a medical check done next Wednesday and it won't be for another 2 weeks that she will be able to have everything done and know whether she will be hired or not.

She doesn't have s 9(2)(a) number – she said he only gave her a piece of paper with the cost of getting the licences done.

Thanks,
s 9(2)(a)

| **Employment Support Representative | Job Connect**
Job Search Line: 0800 779 009 | Employer Line: 0800 778 008
Email: Job_Connect_National@workandincome.govt.nz



Go on, it's easy online
my.msd.govt.nz

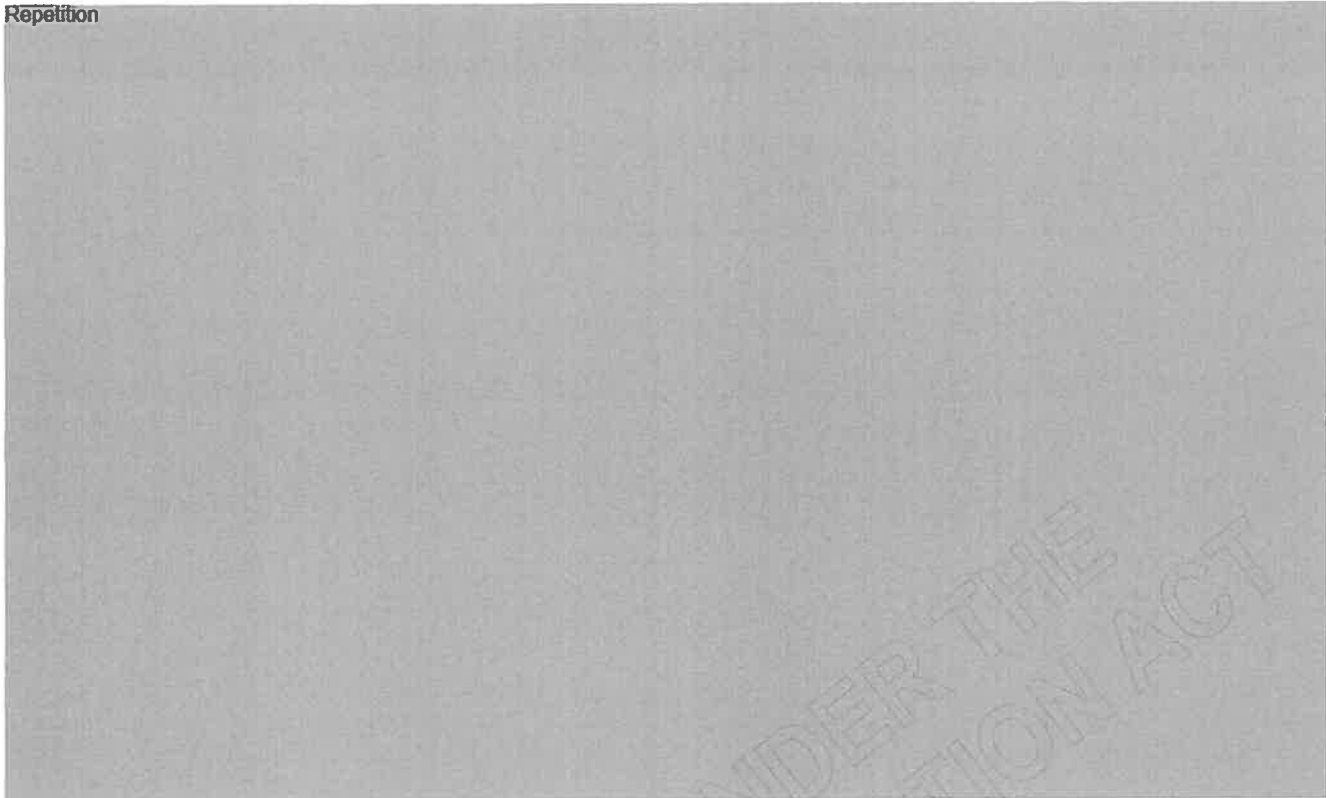


**MINISTRY OF SOCIAL
DEVELOPMENT**
TE MANATŪ WHAKAHIATO ORA

Employer Advice Line offers free support to employers managing staff with a disability or health condition. Phone 0800 805 405 or [find out more here](#)

Repetition

Repetition



From: s 9(2)(a)
Sent: Thursday, 19 July 2018 3:06 p.m.
To: s 9(2)(a)
Subject: RE: NZ Bus/MSD recruitment

Hi s 9(2)(a)

Hope you're having a good week 😊 s 9(2)(a)

I'm just a bit confused with s 9(2)(a) query below about s 9(2)(a) licences.
I thought NZ Bus would be covering the payment and the ministry will help out – given that she is hired by the company and signs a contract?

He didn't mention in the recruitment process that the ministry would be paying for clients to get the required licence and endorsement. But would it be covered by flexi wage?

If you could please shed some light on this, it would be very much appreciated.
Thanks in advance 😊

Thanks,
s 9(2)(a)

Employment Support Representative | Job Connect
Job Search Line: 0800 779 009 | Employer Line: 0800 778 008
Email: Job_Connect_National@workandincome.govt.nz



Go on, it's easy online
my.msd.govt.nz



MINISTRY OF SOCIAL DEVELOPMENT
TE HANATŪ WHAKAHIATO ORA

Employer Advice Line offers free support to employers managing staff with a disability

or health condition. Phone 0800 805 405 or [find out more here](#)

From: s 9(2)(a) [redacted]@nzbus.co.nz]
Sent: Wednesday, 18 July 2018 4:51 p.m.
To: s 9(2)(a) [redacted]
Cc: [redacted]
Subject: RE: NZ Bus/MSD recruitment

Thanks s 9(2)(a) [redacted]

I invited her for interview this Friday but she mentioned she cant make it due to doctors appointment. So I have invited her for 27 July, next Friday. She confirmed she will attend.

Also, please follow up on s 9(2)(a) [redacted]. She was suppose to get assistance with getting Class 2L and P licences from AA and visited Work and Income for assistance. Can you please check if this was done?

Regards

Repetition



s 9(2)(a)

From: s 9(2)(a)
Sent: Tuesday, 5 February 2019 11:55 a.m.
To: Job_Connect_National (WORKANDINCOME)
Subject: FW: NZ Bus/MSD recruitment
Attachments: s 9(2)(a) +CV.docx

From: s 9(2)(a)
Sent: Thursday, 2 August 2018 3:06 p.m.
To: s 9(2)(a)
Cc: s 9(2)(a)
Subject: RE: NZ Bus/MSD recruitment

Hi s 9(2)(a)

I have another candidate for your consideration. CV attached.

Also, have you got a number on the number of Bus Drivers you are looking for? We just need some sort of guidance on this as the role has been listed for over a month.

| Name | Phone Number | Email | Licences |
|-----------|--------------|-------|----------|
| s 9(2)(a) | | | |

Please feel free to contact me on s 9(2)(k) if there is anything I can help with.

Thanks, s 9(2)(a)

Employment Support Representative | Job Connect
 Job Search Line: 0800 779 009 | Employer Line: 0800 778 008
 Email: Job_Connect_National@workandincome.govt.nz



Go on, it's easy online
my.msd.govt.nz



MINISTRY OF SOCIAL DEVELOPMENT
TE HANATŪ WHAKAHIATO ORA

Employer Advice Line offers free support to employers managing staff with a disability or health condition. Phone 0800 805 405 or [find out more here](#)

Repetition

[REDACTED]

From: s 9(2)(a)
Sent: Wednesday, 25 July 2018 10:53 AM
To: s 9(2)(a)
Cc:
Subject: RE: NZ Bus/MSD recruitment

H s 9(2)(a)

Hope you're well, but just asking if NZ Bus still provide licences to successful candidates?

s 9(2)(a) Mark Baker
s 9(2)(k)

| www.workandincome.govt.nz

Grey Lynn Community Link, 562 Richmond Road, Grey Lynn, PO Box 47 543, Auckland 1144

Looking for a Job? Check out our jobs online. www.job-bank.workandincome.govt.nz/find-a-job/search.aspx

Looking for staff? We can provide you with the right people, help with training and it's **free**. Check us out online www.workandincome.govt.nz/business or contact our business line on **0800 778 008**.



Go on, it's easy online
my.msd.govt.nz

Repetition

[REDACTED]

s 9(2)(a)

From: s 9(2)(a)
Sent: Tuesday, 5 February 2019 11:56 a.m.
To: Job_Connect_National (WORKANDINCOME)
Subject: FW: NZ Bus/MSD recruitment
Attachments: s 9(2)(a) Resume.docx

From: s 9(2)(a)@nzbus.co.nz
Sent: Monday, 6 August 2018 2:36 p.m.
To: s 9(2)(a)
Cc:
Subject: FW: NZ Bus/MSD recruitment

Hi

Update on s 9(2)(a)

She passed her background checks including medical. She however decided to withdraw her application because she is not comfortable driving at night. In her medical the doctor has cleared her for driving in any condition be it day or night. However s 9(2)(a) wanted to get a second opinion from an optometrist. We were aiming her to start on 13/08 however we are not proceeding with her since she decided to withdraw.

Regards

Repetition



s 9(2)(a)

From: s 9(2)(a) on behalf of s 9(2)(a) @nzbus.co.nz>
Sent: Tuesday, 21 August 2018 4:22 p.m.
To: s 9(2)(a)
Cc:
Subject: RE: NZ Bus/MSD recruitment

Hi

Thank you – I have left him a voicemail to call back.

Regards

From: s 9(2)(a) @msd.govt.nz>
Sent: Monday, 20 August 2018 12:26 PM
To: s 9(2)(a) @nzbus.co.nz>
Cc: s 9(2)(a) @msd.govt.nz>; s 9(2)(a) 002 @msd.govt.nz>
Subject: RE: NZ Bus/MSD recruitment

Hi s 9(2)(a)

Just spoke with this excellent candidate for the role. Details below and CV attached.

| Name | Phone Number | Email | Licences | Reli
Tran |
|-----------|--------------|-------|----------|--------------|
| s 9(2)(a) | | | | |

Please let me know if you have any updates on s 9(2)(a) application

Thanks,

s 9(2)(a) Employment Support Representative | Job Connect
Job Search Line: 0800 779 009 | Employer Line 0800 778 008
Email: Job_Connect_National@workandincome.govt.nz

| | |
|--------------------------|--------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> |
|--------------------------|--------------------------|

Employer Advice Line offers free support to employers managing staff with a disability or health condition. Phone 0800 805 405 or [find out more here](#)

From: s 9(2)(a) @nzbus.co.nz]
Sent: Monday, 6 August 2018 2:37 p.m.
To: s 9(2)(a)
Cc:
Subject: RE: NZ Bus/MSD recruitment

Hi

Thanks, will contact s 9(2)(a)

This recruitment is on-going. Our vacancy numbers change per month. This month we are looking for 20 drivers for Auckland City Location.

Regards

From: s 9(2)(a) @msd.govt.nz>
Sent: Thursday, 2 August 2018 3:06 PM
To: s 9(2)(a) @nzbus.co.nz>
Cc: s 9(2)(a) @msd.govt.nz>; s 9(2)(a) @msd.govt.nz>
Subject: RE: NZ Bus/MSD recruitment

Hi s 9(2)(a)

I have another candidate for your consideration. CV attached.

Also, have you got a number on the number of Bus Drivers you are looking for? We just need some sort of guidance on this as the role has been listed for over a month.

| Name | Phone Number | Email | Licences | Reliable Transpo |
|-----------|--------------|-------|----------|------------------|
| s 9(2)(a) | | | | |

Please feel free to contact me on s 9(2)(k) if there is anything I can help with.

Thanks,
s 9(2)(a)

| Employment Support Representative | Job Connect
Job Search Line: 0800 779 009 | Employer Line: 0800 778 008
Email: Job_Connect_National@workandincome.govt.nz

| | |
|--------------------------|--------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> |
|--------------------------|--------------------------|

Employer Advice Line offers free support to employers managing staff with a disability or health condition. Phone 0800 805 405 or [find out more here](#)

Repetition

Cheers

From: s 9(2)(a) @msd.govt.nz>
Sent: Wednesday, 25 July 2018 10:53 AM
To: s 9(2)(a) @nzbus.co.nz>; s 9(2)(a)
s 9(2)(a) @msd.govt.nz>
Cc: s 9(2)(a) @msd.govt.nz>
Subject: RE: NZ Bus/MSD recruitment

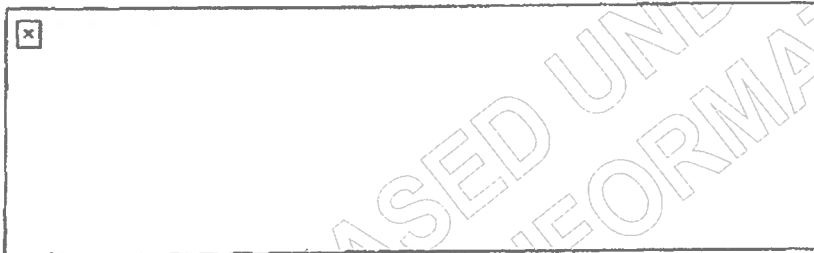
Hi s 9(2)(a)

Hope you're well, but just asking if NZ Bus still provide licences to successful candidates?

s 9(2)(a) Work Broker
s 9(2)(k) www.workandincome.govt.nz
Grey Lynn Community Link, 562 Richmond Road, Grey Lynn, PO Box 47 543, Auckland 1144

Looking for a Job? Check out our jobs online. www.job-bank.workandincome.govt.nz/find-a-job/search.aspx

Looking for staff? We can provide you with the right people, help with training and it's free. Check us out online www.workandincome.govt.nz/business or contact our business line on [0800 778 008](tel:0800778008).



Repetition

s 9(2)(a)

From: s 9(2)(a)
Sent: Tuesday, 5 February 2019 11:56 a.m.
To: Job_Connect_National (WORKANDINCOME)
Subject: FW: NZ Bus

From: s 9(2)(a)
Sent: Monday, 13 August 2018 11:02 a.m.
To: s 9(2)(a)
Subject: RE: NZ Bus

Hi s 9(2)(a)

No one has been placed yet.

Farthest anyone got was s 9(2)(a) who withdrew her application.

At the moment, latest referral, s 9(2)(a) is to be contacted by s 9(2)(a)

On average, one candidate is being referred to s 9(2)(a) per week.

I have a spreadsheet with all the updates and info, let me know if you'd like it and I'll send it to you.

Thanks,

s 9(2)(a) | Employment Support Representative | Job Connect
Job Search Line: 0800 779 009 | Employer Line: 0800 778 008
Email: Job_Connect_National@workandincome.govt.nz



Go on, it's easy online
my.msd.govt.nz



MINISTRY OF SOCIAL DEVELOPMENT
TE MANATŪ WHAKAHIATO ORA

Employer Advice Line offers free support to employers managing staff with a disability or health condition. Phone 0800 805 405 or [find out more here](#)

From: s 9(2)(a)
Sent: Monday, 13 August 2018 10:53 a.m.
To: s 9(2)(a)
Subject: NZ Bus

Hi s 9(2)(a)

How's it going with NZ Bus so far? Do we have anyone placed or at interview stage?

Thanks,

s 9(2)(a)

– Account Manager Corporate | Industry Partnerships | MSD National Office

s 9(2)(k)

www.workandincome.govt.nz

Ministry of Social Development, Building A, 65 Main Highway, Ellerslie 1051

s 9(2)(a)

From: s 9(2)(a)
Sent: Tuesday, 5 February 2019 11:57 a.m.
To: Job_Connect_National (WORKANDINCOME)
Subject: FW: Bus & coach

From: s 9(2)(a)
Sent: Wednesday, 5 September 2018 11:30 a.m.
To: s 9(2)(a)
Subject: RE: Bus & coach

We haven't had people come through lately which is why I wanted to close the role

But I'll let s 9(2)(a) and s 9(2)(a) know and we can always relist the position 😊

From: s 9(2)(a)
Sent: Wednesday, 5 September 2018 11:20 a.m.
To: s 9(2)(a)
Subject: RE: Bus & coach

Hi s 9(2)(a)

All good as long as you let NZ Bus know – I think they just wanted a rolling vacancy (i.e. where we send through suitable clients on a weekly basis).

Cheers,

s 9(2)(a)

From: s 9(2)(a)
Sent: Wednesday, 5 September 2018 11:18 a.m.
To: s 9(2)(a)
Subject: RE: Bus & coach

Hi s 9(2)(a)

Just wondering if I can close the bus driver role with NZ Bus as it's been on hold for 2 weeks now.

Thanks,

s 9(2)(a) | **Employment Support Representative | Job Connect**
Job Search Line 0800 779 009 | Employer Line: 0800 778 008
Email: Job_Connect_National@workandincome.govt.nz



Go on, it's easy online
my.msd.govt.nz



MINISTRY OF SOCIAL DEVELOPMENT
TE HANATŪ WHAKAHIATO ORA

Employer Advice Line offers free support to employers managing staff with a disability or health condition. Phone 0800 805 405 or [find out more here](#)

From: s 9(2)(a)
Sent: Friday, 24 August 2018 5:55 p.m.
To: s 9(2)(a)
Subject: Re: Bus & coach

Awesome, thanks § 9(2)(a) have a good weekend. :)

Sent from my iPhone

On 24/08/2018, at 5:23 PM, § 9(2)(a) <[§ 9\(2\)\(a\)@msd.govt.nz](mailto:§ 9(2)(a)@msd.govt.nz)> wrote:

Hi § 9(2)(a)

I sent out a bulk text to 277 people and only one person responded (who didn't answer the phone when I called).

I'll update you on Monday if anything changes.

Hope you have a great weekend 😊

Thanks,

§ 9(2)(a) | **Employment Support Representative | Job Connect**
Job Search Line: 0800 779 009 | Employer Line: 0800 778 008
Email: Job_Connect_National@workandincome.govt.nz

Employer Advice Line offers free support to employers managing staff with a disability or health condition. Phone 0800 805 405 or [find out more here](#)

From: § 9(2)(a)
Sent: Thursday, 23 August 2018 4:03 p.m.
To: § 9(2)(a)
Subject: RE: Bus & coach

P.S. The go-ahead is only for Murphy's, H&E, and Ritchies for now (because we have an existing contract with them) – can we put NZ Bus and any others on hold for the time being.

I'll keep you posted with the other bus & coach employers once we get the final directive.

Thanks § 9(2)(a)

From: § 9(2)(a)
Sent: Thursday, 23 August 2018 4:01 p.m.
To: § 9(2)(a)
Subject: Bus & coach

Hi § 9(2)(a)

We've got the go-ahead for Murphy's and Howick & Eastern, so if you could please promote per usual and let me know with numbers for those expressing initial interest.

I'll let § 9(2)(a) know, and get a date set up with them and the region. Will keep you updated as we progress with this.

Any questions, just give me a call.

Thanks heaps,

§ 9(2)(a)
– **Account Manager Corporate | Industry Partnerships | MSD**
National Office
§ 9(2)(k)

s 9(2)(a)

From: s 9(2)(a)
Sent: Tuesday, 5 February 2019 11:57 a.m.
To: Job_Connect_National (WORKANDINCOME)
Subject: FW: Bus Driver | Opportunity ID: s 9(2)(a)
Attachments: s 9(2)(a) +CV.pdf

From: s 9(2)(a)
Sent: Wednesday, 5 September 2018 11:56 a.m.
To: s 9(2)(a)
Cc: s 9(2)(a)
Subject: Bus Driver | Opportunity ID: s 9(2)(a)

Hi s 9(2)(a)

I've got a great candidate for you. CV attached and details below.

| Name | Phone Number | Email | Licences | Reliable Transport | PC | DT | Availability | Comments | CV |
|-----------|--------------|-------|----------|--------------------|----|----|--------------|----------|----|
| s 9(2)(a) | | | | | | | | | |

Thank you.

Kind regards,

s 9(2)(a) | **Employment Support Representative | Job Connect**
Job Search Line: 0800 779 009 | Employer Line: 0800 778 008
Email: Job_Connect_National@workandincome.govt.nz



Go on, it's easy online
my.msd.govt.nz



MINISTRY OF SOCIAL DEVELOPMENT
TE HANATŪ WHAKAHIATO ORA

Employer Advice Line offers free support to employers managing staff with a disability or health condition. Phone 0800 805 405 or [find out more here](#)

Repetition

s 9(2)(a)

From: s 9(2)(a)
Sent: Tuesday, 5 February 2019 11:58 a.m.
To: Job_Connect_National (WORKANDINCOME)
Subject: FW: Bus Driver | Opportunity ID: s 9(2)(a)
Attachments: s 9(2)(a) +CV.pdf

From: s 9(2)(a)
Sent: Wednesday, 19 September 2018 12:54 p.m.
To: s 9(2)(a)
Cc: s 9(2)(a)
Subject: RE: Bus Driver | Opportunity ID: 20649986

Hi s 9(2)(a)

I hope you're both well.

I've just gotten off the phone with this excellent candidate.

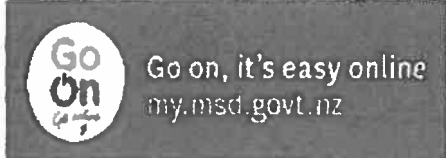
Very keen on bus driving and has excellent experience – already has class 2&4 and P endorsement.

| Name | Phone Number | Email | Licences | Reliable Transport | PC | DT | Availability | Comments | CV |
|-----------|--------------|-------|----------|--------------------|----|----|--------------|----------|----|
| s 9(2)(a) | | | | | | | | | |

He's available for an immediate start.

Thanks,

s 9(2)(a) | **Employment Support Representative | Job Connect**
Job Search Line: 0800 779 009 | Employer Line: 0800 778 008
Email: Job_Connect_National@workandincome.govt.nz



Employer Advice Line offers free support to employers managing staff with a disability or health condition. Phone 0800 805 405 or [find out more here](#)

From: s 9(2)(a) [mailto:s 9(2)(a)@zbus.co.nz]
Sent: Wednesday, 5 September 2018 4:34 p.m.
To: s 9(2)(a)
Cc: s 9(2)(a)
Subject: RE: Bus Driver | Opportunity ID: 20649986

Thanks. Invited him for interview this Friday.

Regards