



POSITION APPLICATION PACK

ASSISTANT MANAGER

Exotic Mammal Section

- Provide essential assistance and support to the Senior Leadership Team.
- Inspire team members to ensure the highest level of animal welfare standards are maintained.
- Assist in the mentorship and development of the Exotic Animal Keeping team.
- Develop and implement innovative husbandry practices, and training and enrichment programs.
- \$75,000 to \$80,000 per annum.
- Uniform and Tool Allowance provided.

As Orana approaches its 50th year, we are reflective and determined to continue serving our conservation goals. We are looking for team members to help us continue our mission to **connect** people with nature, and **educate** and **inspire** our community towards creating a bright future for the next 50 years, and beyond.

Mō mātou: About Us

Orana is owned and operated by Orana Wildlife Trust, a registered charitable trust and not-for-profit organisation. Conservation is a core part of our mission and the key reason Orana exists. Our on-site **habitat restoration** and predator pest control programmes provide a connecting wildlife corridor and safe haven for some of Canterbury's most threatened species.

Orana Wildlife Park participates in many **zoo-based breeding programmes** in partnership with the World Association of Zoos & Aquariums (WAZA), the Zoo & Aquarium Association Australasia (ZAA), DOC and others. We are committed to continuing our efforts towards these breeding programmes into the future.

He angitūtanga: The opportunity

As an Assistant Manager you will play a **pivotal role** in supporting the Senior Leadership Team to drive Orana forward and achieve our vision for the future.

People management will be a core focus. Working alongside the section Manager, you will **lead, mentor** and **support** a dedicated team of Animal Keepers to foster a positive and **influential environment**.

In this role, you will help guide the development and implementation of training programs, enrichment activities and husbandry practices that **prioritises the health and well-being of our animals**. You will contribute to creating inspiring visitor experiences that encourage action for wildlife conservation and environmental protection.

He kōrero mōu: About you

To excel in this role, you will bring **at least 10 years'** animal husbandry experience working with a variety of mammals, including ungulates, carnivores and primates.

You will possess:

- Proven **leadership experience** to actively guide and motivate team members.
- **High emotional intelligence** to understand the challenges of day-to-day operations of zoo animals and people.
- An ability to **balance the daily management** of sections whilst simultaneously **contributing to wider strategic objectives** of the senior leadership team.
- In-depth knowledge of animal nutrition, welfare and the **Five Domains of Animal Welfare** to ensure all animals receive exceptional care.
- Strong expertise in developing and implementing **innovative husbandry practices**, as well as advanced training and enrichment programs that prioritises animal welfare.
- A strong **commitment** to the conservation of species and ecosystems.
- A **valid driver's license** and the ability to drive a manual vehicle.
- Recognised **qualifications** in captive animal management, zoology, biology, or a related field.

Ngā āhuatanga kei a mātou: What we offer

You will join an incredibly passionate team who are committed to their animals and the conservation efforts Orana plays in the wild.

This is a **full-time**, permanent position, working on a set weekly roster including weekends and public holidays. We will offer you an **additional 12 days of holidays** per annum in lieu of working statutory holidays.

As part of our passionate and dedicated team, you'll play an integral role in advancing the conservation efforts and animal welfare standards at Orana Wildlife Park.

If you are an experienced leader with a strong passion for animal welfare and conservation, we invite you to apply by going to www.oranawildlifepark.co.nz. Please ensure your application clearly outlines the species you have worked with and how your experience aligns with the high standards of care we expect. Please also include a cover letter of introduction.

Applications for this position close on **SUNDAY 13TH APRIL, 5PM.**



ORANA WILDLIFE PARK



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CONFIDENTIAL APPLICATION FOR EMPLOYMENT

POSITION APPLIED FOR:

Where Did You Find Out About This Position? *SEEK, Trade Me, Other (please state):*

PERSONAL

Name: _____

Are you known by any other names? If so, what are they? _____

Date of Birth: ____/____/____

CONTACT DETAILS

Address: _____

Mobile: _____

Email: _____

WORK STATUS

Under what circumstances are you legally entitled to work in New Zealand? (tick one)

New Zealand or Australian citizenship

Work Visa

If applying for work in New Zealand under a Work Visa, please state your Visa type and expiry date:

EDUCATION

Name of last education provider: _____

Qualifications earned (please include evidence of any qualifications listed in the application or accompanying CV):

Year: _____ Details: _____

Year: _____ Details: _____

Year: _____ Details: _____

Can you speak any other language? _____

YES

NO

QUALIFICATIONS

Do you have any other qualifications, certificates, etc?

Please describe the skills that you have which are relevant to the position.

EMPLOYMENT HISTORY

Current/Most recent employer details:

Company: _____

City: _____

Job Held & Main Duties:

Number of hours worked per week:

Dates/Length of Service: _____

Reason for leaving: _____

Do you consent to the Company contacting this employer for the purposes of reference checking?

YES

NO

Next most recent employer:

Company: _____

City: _____

Job Held & Main Duties:

Number of hours worked per week:

Dates and Length of Service: _____

Reason for leaving: _____

Do you consent to the Company contacting this employer the purposes of reference checking?

YES

NO

Next most recent employer:

Company: _____

City: _____

Job Held & Main Duties:

Number of hours worked per week:

Dates and Length of Service: _____

Reason for leaving: _____

Do you consent to the Company contacting this employer for the purposes of reference checking?

YES

NO

Please give details of any other job that may be relevant:

Do you have secondary employment?

YES

NO

If yes, please detail:

Please give the name, relationship, address, email and telephone numbers of **at least two referees**.

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

If your application were successful, when could you commence employment?

___/___/___

I consent to the Company seeking verbal or written information on a confidential basis about me from representatives of my previous employers and/or referees and authorise the information sought to be released by them to the Trust for the purposes of ascertaining my suitability for the position I am applying for. I understand that the information received by the Trust is supplied in confidence as evaluative information, and as such will not be disclosed to me.

Signed: _____

Date: ___/___/___

GENERAL

Are you available to work the hours outlined? YES NO

Are you prepared to work at other times if required? YES NO

Have you been convicted of a criminal offence? YES NO

Are you awaiting the hearing of charges in a civil or criminal court? YES NO

Do you have a current full driver's license? YES NO

Do you have any demerit points? YES NO

What transport arrangements do you have to attend your place of employment?

MEDICAL

Do you consent to any occupational health monitoring if applicable to the job? YES NO

Have you had any injury or medical condition caused by gradual process, disease or infection (for example hearing loss, occupational overuse syndrome) that may be aggravated or further contributed to by the tasks of the position?

YES NO

If yes, please specify:

Have you claimed accident compensation in the last 12 months? YES NO

If yes, please specify:

Please state any serious injury you have suffered that may affect your ability to effectively carry out the duties of this position:

Do you have any other known conditions that may affect your ability to effectively carry out the duties of this position?

YES NO

If yes, please specify:

I consent to Orana Wildlife Trust seeking information on a confidential basis about me from the New Zealand Police, or any foreign police authorities if I reach the shortlist of applicants. The information sought is to be released to them for the purposes of ascertaining my suitability for the position for which I am applying. I understand that this information is to be treated as "evaluative material" and thus I have no claim for access to it. This consent is valid for two (2) months from the date shown below.

Signed by me this ____ day of _____, 20____.

Applicant(s) are required to pass a drug and alcohol test following a conditional offer of employment. Should I be offered employment with Orana Wildlife Trust, I consent to undergo a drug and alcohol test (at Orana Wildlife Trust's expense). This consent is valid for two (2) months from the date shown below.

Signed by me this ____ day of _____, 20____.

DECLARATION

_____ (full name) declare that to the best of my knowledge the answers in this application for employment form are correct and I understand that if any false or deliberately misleading information is given, or any material fact suppressed, I will not be accepted, or if I am employed, my employment will be terminated. I also understand that the information requested within this application form is sought to establish my suitability for the position that I am applying, and that if I do not provide such information then this application for employment may be rejected.

Signed: _____

Date: ____/____/____
