



HITO Industry Assessor
Application Pack

Setting the standard

HITO Industry Assessor Application Form



This form is to be completed by the applicant. Please write in blue or black pen and please write in capital letters.

Full name and address

First Name(s)		Surname	
Address			
Telephone		Fax	
Email			

Date of Birth

Day		Month		Year	
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Employment Details

Are you self-employed? (please circle)	Yes	No
If "no" please provide employer's details below		
Salon Owner By		
Trading As		
Address		
Telephone		

Association of Hairdressers

Do you, or your employer belong the local Association of Hairdressers? (please circle)

Yes	No
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HITO Industry Assessor

Application Form



Qualifications (please provide dates)

Please list details of the hairdressing qualifications you hold. **Supporting documentation must be attached e.g. copies of certificates.**

Qualification	Year Awarded

Experience

i. Please list all commercial salon experience:

Salon	City	From	To

ii. Current position:

Job Title	
Hours employed per week	Hrs per week
Hours in client contact per week	Hrs per week
Hours on administration or training per week	Hrs per week

HITO Industry Assessor Application Form



iii. Current Hairdressing Tutoring Experience:

Do you currently tutor in hairdressing? (please circle)	Yes	No
If "Yes" what is the name of the training establishment?		
How long have you been tutoring? (Years)	Years	
How long have you been tutoring? (average hours per week)	Hrs per week	
Course content taught		

iv. Previous Hairdressing Tutoring Experience:

Do you have previous tutoring experience in hairdressing?	Yes	No
If "Yes" what is the name of the training establishment?		
Were you tutoring on a full-time or casual basis?	FT	PT
Dates Employed	From	To
Average hours per week?	Hrs per week	
Course content taught		

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Assessment or Examination Experience

Please list any previous assessing or examining experience:
Please outline your involvement in apprentice training:

Fees

Would you like a receipt of you \$40 fees? (please circle) (Fee includes Guidelines Booklet - \$35.00)	Yes	No
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Please make cheque out to HITO and post the payment with the application once the application has been endorsed to:

HITO
PO Box 11-764
Manners Street
WELLINGTON

I confirm that the information contained in this application is correct.

Signature of Applicant	Date

Local Association of Hairdressers Endorsement

This applicant is recommended as a suitable candidate for the position of Industry Assessor

Signed (Local Association executive)		Date	
Signed (Local Association executive)		Date	

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Criteria:

- Hold a NZ Trade Certificate in Hairdressing OR National Certificate OR accepted equivalent OR have trained prior to 1968 (evidence of training is required) OR Auckland trained prior to 1974.
- Be actively involved as a salon operator for a minimum of 25 hours per week.
- Have current continuous service of eight years in the Hairdressing Industry.
- From 01 January 1998 all Industry Assessors will be required to complete the Unit Standards 4098 and 4099. From 1 January 2001 Unit Standard 4099 will be replaced with Unit Standard 11552.
- From 1 January 2001 new assessors will be required to have been involved in apprentice training since 1 January 1995. This involvement may be a combination of being an apprentice trainer or an apprentice undergoing training.

Complete the application and ensure you include photocopies of the following:

- A copy of your hairdressing qualification.
- A copy of your C.V. or a list of your work experience.
- Evidence of completing Unit Standard 4098 and 4099 or 4098 and 11552.
- A copy of any hairdressing related courses you have recently attended.
- When you have ticked all of the boxes you are ready to send your application to your local Hairdressing Association for endorsement. Contact your Sales and Liaison Manager for details.