



HITO Tutor Assessor Application – Hairdressing, Barbering and Beauty Therapy

Please fill out the information below and then attach the documents listed on the last page.

PERSONAL INFORMATION			
Full name			
Previous Names		Contact number	
Home Address			
Home City		Post Code	
Email Address			
NSI/NZQA Number		Date of Birth	
Gender			

EMPLOYMENT DETAILS			
Provider Name			
Provider Address			
		Post Code	
Provider Email			
Provider Phone			

QUALIFICATIONS AND EXPERIENCE– PLEASE ATTACH ALL SUPPORTING DOCUMENTATION	
YEAR AWARDED	QUALIFICATION

EXPERIENCE – PLEASE LIST YOUR INDUSTRY EXPERIENCE			
EMPLOYER	CITY	DATE STARTED	DATE LEFT



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EXPERIENCE – PLEASE LIST YOUR TUTORING EXPERIENCE

IF YOU DO NOT HAVE TUTORING EXPERIENCE, LEAVE THIS SECTION BLANK

TRAINING ESTABLISHMENT	YEARS EMPLOYED	HOURS WORKED PER WEEK	COURSE CONTENT TAUGHT

ASSESSMENT AND EXAMINATION EXPERIENCE

PLEASE DESCRIBE ANY EXPERIENCE YOU HAVE:

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SIGNATURE

I CONFIRM THIS INFORMATION IS TRUE AND CORRECT

NAME

DATE

SIGNATURE



HITO Tutor Assessor Application – Hairdressing, Barbering and Beauty Therapy

CRITERIA FOR HAIRDRESSING AND BARBERING

The applicant organisation must have policies and procedures to ensure that staff involved in teaching and/or assessment will have attained:

- A National Certificate or New Zealand Certificate (Hairdressing, Barbering)
- For those with no qualification or NZ Trade Certificate, we require Assessors and Moderators to complete the QByE process.
- Have a minimum of 5 years industry experience, of which the last year must be current.
- HITO works with a diverse group of cultures and a range of ages, including youth. Assessors and Moderators must have the ability to be inclusive and respectful in the workplace.
- Have completed or working towards unit standards 4098 and 11552, or able to demonstrate equivalent skills and knowledge

The applicant organisations appointment policies must ensure that tutors/assessors have suitable industry, technical and commercial skills: these skills could be gained, for example, through two years of recent and consecutive practice in industry.

CRITERIA FOR BEAUTY THERAPY

The applicant organisation must have policies and procedures to ensure that staff involved in teaching and/or assessment will have attained:

- A recognised qualification in beauty services, whether a National Certificate or an equivalent International Qualification
- Are credited with unit standards 4098 and 11552, or are able to demonstrate equivalent skills and knowledge

The applicant organisations appointment policies must ensure that tutors/assessors have suitable industry, technical and commercial skills: these skills could be gained, for example, through two years of recent and consecutive practice in industry.

Applicant organisations must have policies and procedures to ensure that tutors and assessors keep up-to-date with current beauty services practice.

THE APPLICATION PROCESS

- Complete the application form.
- Include a reference from the Training Provider/Employer you are currently employed with.
- Copy of your qualifications
- Evidence of Qualification, Professional Development and currency including evidence of unit standards 4098, 11552 or equivalent
- Copy of your CV

Applications should be addressed to:

Learning and Development Manager
HITO
PO Box 11764
Manners Street
Wellington 6142