

Industry Assessor Application Form

Hairdressing, Barbering, and Beauty

The Application Process

- Carefully read the outlined criteria and requirements necessary for the Industry Assessor application process.
- Fill out the application form in detail.
- Attach a cover letter explaining what you will bring to the role of an Industry Assessor and identify all your skills.
- Attach a copy of your qualifications and a current CV
- Complete an interview with a member of the Learning and Development team.
- Complete or show you are working towards unit standards 4098 and 111552 or a New Zealand Certificate in Assessment Practice Level 4.
- Be available and participate in the new Assessor Induction Programme.

Applications to be sent to:

support@hito.org.nz or Academic Administrator, HITO Level 2, 107 Customhouse Quay, Wellington 6011

HITO Professionalism

Assessors will be required to meet HITO professional standards when dealing with HITO candidates, models, trainers, employers, and HITO staff.

As a representative of HITO, you will maintain a professional image, including all communication with our industries along with your online presence.

HITO works with a diverse group of cultures and ages, including youth.

Assessors will have the ability to be inclusive and respectful in the workplace extending to each apprentice's individual needs.

As an Industry Assessor, you will be moderated periodically by HITO, you will be advised of the outcome for development.

As an Industry Assessor, you will be independent of a training provider and work solely within the hairdressing, barbering, or beauty therapy industry.

Industry Assessor Application Form

Hairdressing, Barbering, and Beauty

Assessor Criteria

As an industry assessor, you will be required to hold a Level 4 New Zealand Trade Certificate or a National Certificate in Hairdressing, Barbering, or Beauty Therapy.

Industry Experience Qualified Hairdressers, Barbers, and Beauty Therapists

Assessors must have a minimum of continual post-qualification experience as follows,

- Hairdressing – Three years
- Barbering – Three years
- Beauty Therapy – Three years

Assessors must be actively working and managing a client base in a commercial salon for a minimum of:

- Hairdressing – 25 hours per week
- Barbering – 25 hours per week
- Beauty Therapy – 12 hours per week

All independent Industry Assessors for Hairdressing or Barbering (Level 4) are required to:

1. Hold a Level 4 NZ Trade Certificate or National Certificate.
If you hold an overseas qualification or no qualification, we will require you to complete the Qualification by Experience process.
2. Are credited with or working toward unit standards 4098 and 11552 or the New Zealand Certificate in Assessment Practice Level 4 or an equivalent international qualification.
3. Show currency through professional development within the hair or barbering industry.
4. Show a history of training and working with apprentices.
5. Fully participate in a new Assessor Induction Programme.
6. Attend assessor training and moderation workshops.
7. Follow the HITO guidelines for assessment processes and fill out the assessment material appropriately and promptly.

Industry Assessor Application Form

Hairdressing, Barbering, and Beauty

Personal Details		
Name		
Contact Number		
Email Address		
Postal Address	Street:	
	Town:	
	City/Region:	Post Code:
NSN Number		
Discipline <i>Please tick relevant</i>		
<input type="radio"/> Hairdressing	<input type="radio"/> Barbering	<input type="radio"/> Beauty Therapy
<input type="radio"/> Other:		
Do you hold a Level 4 New Zealand Certificate	<input type="radio"/> Yes	Year Qualified:

Employment Details		
Salon / Shop / Clinic		
Postal Address	Street:	
	Town:	
	City/Region:	Post Code:
Employment Type <i>Please tick relevant</i>		
<input type="radio"/> Owner/employer	<input type="radio"/> Manager	<input type="radio"/> Contractor
<input type="radio"/> Employee		
Current Job Title		
Current Hours Worked <i>Per week with clientele</i>		

Qualifications <i>Attach evidence</i>	
Qualification	Year Qualification Awarded

Industry Assessor Application Form

Hairdressing, Barbering, and Beauty

Tutoring Experience <i>If no experience please leave blank</i>		
Training Establishment	Years of Experience	Courses

Industry Experience – Employment History <i>Provide a CV with detailed history</i>	
Years of experience	Employment location

Current Apprentice Training Experience

Personal Development <i>Over the last 12 months</i>