

# The Process of Hiring workers from the Philippines

1

Philippine Labor Office (in Canberra) certifies Job Orders.



2

Recruitment agent (POEA licensed) advertises position/ identifies suitable candidates.



3

Recruitment agent sends candidates details to NZ employer/ NZ-based recruitment agent.



4

Employer/recruitment agent interviews candidates & assesses skills.



5

Employer determines which candidates to progress through recruitment process.



6

Skills testing undertaken (trade skills, English competency, driving competency, first aid).



7

Teleconference interviews between employer and the workers.



8

After background checks, employer drafts the contract and recruitment agents deliver them to workers.



9

Filipino workers obtain relevant NZ visas, undergo medical examination.



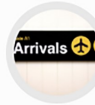
10

Filipino workers attend POEA Pre-Departure Orientation Seminar (PDOS) and acquire exit clearance.



11

Filipino workers arrive in NZ.



12

Employers pick up workers from the airport & transfer to pre-arranged accommodation.



14

Workers undergo orientation and safety briefing.



15

Workers start job within five days of arrival.



Adapted from Ministry of Business Innovation and Employment's Guide to recruiting migrant workers from the Philippines