

# Immigration Accreditation and Job Check



Immigration New Zealand has recently announced changes to the visa processes for employers hiring migrants and are replacing previous employer supported work visas with the Accredited Employer Work Visa (AEWV).

This visa has a 3 Check Process:

1. Employer Accreditation – we can apply from 23 May
2. Job Check – we can apply from 20 June
3. Migrant Check for AEWV – we can begin to apply for these visas from 4 July

The following outlines these steps in relation to your business.

## Employer Accreditation

If you are going to hire migrants on the Accredited Employer Work Visa after 4 July or renew current employee Work visas (excluding some of you who have employees here or coming to NZ on Working Holiday Visas), you need to become an Accredited Employer. If the total number of migrants you are looking to hire or renew is less than 5, you would require Standard Accreditation.

We recommend commencing work on your employer accreditation application now, so you are ready to submit this application. You will need to confirm your business is:

- viable and a genuinely operating business
- compliant with employment, immigration and business regulatory standards
- willing to complete activities to support the settlement of migrant employees

We will provide advice on what information is required and the processes you will need to introduce to meet the specified criteria.

## Job Check

We will need to show evidence there are no suitable New Zealand Citizens or Residents available to fill the roles. The Job Check can only be submitted by an **Accredited Employer** and must meet specific wage and compliance requirements. We can submit a job check for multiple positions provided it is for the same role and the job details are covered by the same advertising.

We can advertise the roles on your behalf to ensure all requirements are met and submit the job check application for you. Jobs paying above \$55.52 per hour, or listed in Immigrations [Green List](#) do not require evidence of advertising.

## Migrant Check

Once the Job Check is approved, we will engage with your preferred migrant applicants to ensure they meet the criteria for the AEWV. We will act on their behalf in the submission of the application and all correspondence with Immigration New Zealand.

The employer is not obligated to cover the costs of the Migrant Check Process, however given current pressure on the labour market, we are seeing majority of employers offering to cover these costs. We can either invoice you directly, or engage with your worker regarding the costs and fees should they choose to utilise our services.

## Recommendation and Pricing

The following proposal outlines our range of services under the Accredited Employer Work Visa scheme. Prices may be subject to change, however we would present the reasons for any changes to you in writing to seek confirmation before proceeding.

Stage/offering	Immigration Application Fee (GST inc)	Our Fees (GST Exc)
<b>Employer Accreditation</b> <ul style="list-style-type: none"> <li>- Consult meeting to assess Accreditation Eligibility</li> <li>- List of information required</li> <li>- Review and provide recommendations for your application</li> <li>- Act on your behalf in the submission of your application for employer accreditation</li> <li>- Guidance and Advice on ongoing compliance requirements</li> <li>- Information updates with changes to requirements</li> <li>- Proactive reminder when accreditation is nearing renewal</li> </ul>	\$740.00 Valid for 12 months	\$750.00
<b>Job Check</b> <ul style="list-style-type: none"> <li>- Review the applicable job description, employment agreement and ensure compliance with Job Check requirements</li> <li>- Act on your behalf in the submission of the job check application including correspondence with Immigration</li> <li>- Can include multiple positions in the same job check</li> </ul>	\$610.00 Per Job	Range from \$750.00 to \$1,200.00
<b>Recruitment Package to meet Job Check requirements</b> <ul style="list-style-type: none"> <li>- Draft role advert to ensure compliance with job check and migrant check stages</li> <li>- Advertising on your behalf on either Seek or Trade Me or approved industry platform (required for Job Check)</li> <li>- Screening any suitable candidates and presenting a shortlist</li> </ul>		\$750.00 Cost of advertising included
<b>Migrant Worker Check</b> <ul style="list-style-type: none"> <li>- Eligibility consultation with the successful applicant</li> <li>- Acting on behalf of the migrant worker to advise the process and requirements</li> <li>- Providing advice to confirm they are likely to meet the criteria for the AEWV before submission</li> <li>- Collecting all relevant documentation and submitting the application</li> </ul>	\$540.00 per application ** Additional costs will be advised for family members	\$1,400.00 per application ** Additional costs will be advised for family members
<b>Accreditation upgrade from standard to high volume</b> If you were granted Standard Accreditation and you need to upgrade to High Volume Accreditation to hire 6 or more migrants.	\$480.00	\$280.00
<b>Optional extras</b>		
<b>Settlement Support</b> As part of the AEWV the employer is obligated to ensure work related Settlement Support is provided to the migrant within one month of starting their employment. We will provide location specific settlement support information for you to provide to your worker, including a declaration to keep on file to meet compliance requirements.	<b>Prices are GST Exc.</b>	
<b>Human Resource Policies</b> During the accreditation process we may highlight policies, practices within your business that could be reviewed or implemented	P.O.A	

\*\* Our fees are all GST exclusive; Immigration Application Fees are all GST Inclusive.

\*\*\* Response to any extra information requests from Immigration, may incur additional charges at our standard hourly rate of \$225 p/hr plus GST.

## Why choose Leading HR and Immigration NZ Ltd

- A team of diverse professionals with expertise across Immigration, Recruitment, Human Resources
- [Licenced Immigration Adviser](#) with a strong understanding of the commercial nature and pressures on Sectors and business
- Flexibility to suit changing client requirements and growth
- We keep current with changing legislation and market conditions and will provide proactive advice to your business as the immigration and employment landscape changes
- We work in partnership with other Licenced Immigration Advisers, to ensure we are providing best practice advise
- Our international Job Search platform – [NZ Job Match](#) means we have a pool of workers looking for employment in New Zealand, partnering with us means we will notify you if we have any suitable matches for your business.



**LICENCE NUMBER**  
**201600592**

## Next Steps

Talk to us to start the process.

If you have questions, or queries then please let us know! Our job is to make this process easy for you.

***Get in touch with us today!***



**Karen Russell**

(HR expert and Licensed Immigration Advisor)

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