

## Interviewers

- **Ensure interview template is completed**
  - Check basic details (i.e. first/last name)
- **Review interview form with applicant**
  - Ensure they are aware of the Work Area they are currently allocated to
- **Drill down on 1-2 questions**
- **Check Police Check form against ID**
  - Witness Police Check form
  - If already signed, make sure it is signed again in your presence
- **Collect templates and photocopy of ID**
  - Take a photo of ID if no photocopy of ID available
- **Provide information on next steps**
- **Direct applicant to uniform fitting area**
- **Provide templates to data entry area**
- **DON'T HESITATE TO ASK ROAMING RNZ 2011 AND REGIONAL STAFF IF YOU HAVE ANY QUESTIONS**