

Accredited Employer Work Visa

A guide for employers looking
to employ migrants



Our complimentary guide for
New Zealand Employers. Your
step-by-step guide on the
process to hire migrants in
New Zealand.



Contents

1. What is an Accredited Employer
2. What can I do with this visa?
3. Eligibility requirements
4. How long Is the visa valid for?
5. What is the accreditation process?
6. Ready to hire someone from outside NZ?
7. Your next steps

Are you looking to employ migrants?

This guide has all you need to know about the New Zealand Accredited Employer Work Visa

The New Zealand Accredited Employer Work Visa (New Zealand AEWV) allows non-New Zealand citizens to come to the country on a temporary work visa and be sponsored by an employer in order to fill needed jobs that cannot be filled by qualified New Zealand citizens or residents. While the visa does not allow your migrant worker to live permanently in New Zealand, it does allow that person to work temporarily in the country for up to 3 years depending on their pay.

In this guide, you'll learn everything you need to know about the New Zealand Accredited Employer Work Visa — including how to determine whether or not an applicant for employment qualifies for the visa, what types of jobs are eligible for the visa, and what the visa application process looks like.



What is an Accredited Employer?

An accredited employer is a company or organisation which has been officially recognised by Immigration New Zealand as being able to use the AEWV to employ migrant workers.

In order to comply with New Zealand law, you (the employer) must pay at least the median wage, unless the role is exempt, and you must demonstrate there are no suitable New Zealanders available for the position. You also need to be registered as an employer in New Zealand and have sound business practices.

What can I do with this visa?

With this visa, employers can sponsor overseas workers for a wide range of occupations, with some restrictions based on salary or qualifications. Having an employee on this visa is a long-term solution to staffing issues. As long as the employee meets all their commitments under their visa, they may be able to live and work in New Zealand for many many years to come.

Applying as an employer

If an employer wants to be accredited under the Accredited Employer Work Visa and employ migrants, they must meet certain criteria to demonstrate they are a good employer. The criteria vary depending on the business model. If a company has an established HR department, for instance, they might be required to provide evidence that they have previously employed migrant workers or that they have a migrant employment policy in place. However, if a company is smaller and does not have a dedicated HR department, they may have to explain how they will monitor the rights of migrant workers.

More information about these requirements can be found on the government website, as well as links to resources to help and where to find advisors who can assist you. [Click here to find all that information.](#)

Do I meet the accredited employer criteria?

To qualify for an employer work visa in New Zealand, you need to meet the following criteria:

- Hold a New Zealand Business Number (NZBN)
- Be genuinely operating as a business
- Be registered as an employer with the Inland Revenue Department (IRD)
- Be in a sound financial position which requires the business to:
 - Be profitable for the last 24 months (before depreciation and tax)
 - Or have positive cash flow for each of the last 6 months
 - Or have sufficient capital and/or external investment or funding
 - Or have a plan to ensure the business remains viable
- Businesses operating for less than 12 months must provide evidence they are in a sound financial position.
- Business and key office holders must confirm that there have been no recent regulatory non-compliances

How long is the work visa valid for?

For an Employer

Employers' accreditations initially last 12 months, and subsequent renewals will last 24 months, except for franchises and labour-hire businesses, which must renew annually.

For your Employee

If your employee is granted a work visa in New Zealand it will be valid for as long as you meet all of the requirements of being an accredited employer. These requirements vary depending on how many employees and what type of staff you have at your company, but one thing is certain - your employee's work visa will be valid for three years at a minimum.

What type of accreditation is best for me?

You can apply for 1 of 4 different levels of accreditation: standard high volume, franchise, and controlling third party. You will pay a fee depending on the type of accreditation you need.

STANDARD

Standard businesses looking to hire up to 5 migrant workers at any given time.

HIGH-VOLUME

Standard businesses looking to hire six or more migrant workers at the same time.

FRANCHISEE

Businesses that are part of a franchise can employ as many migrants as needed.

CONTROLLING THIRD PARTY

Businesses that place migrants in jobs with third parties while being the direct employer named in the employment agreement, can employ as many migrant as needed.

Ready to hire someone from outside New Zealand?

Step	Step Description
Apply for employer accreditation	<p>You will need to have an NZBN unless you are a foreign diplomatic mission and a business IRD number.</p> <p>Check what you need and apply - processing applications may take up to 10 working days for standard and high-volume applications.</p>
Advertise the role	<p>Before you can apply for a job check you may need to advertise to check there are no New Zealand citizens or residents available for the job. You will need to upload a copy of the job ad and tell us the dates you advertised and the channels you used in the job check application.</p> <p>You must list the job for at least two weeks on a national listing website or channel where suitable New Zealanders are likely to apply, and meet other advertising requirements. Advertising must take place within 90 days before you submit an application.</p> <p>You will <u>NOT</u> need to give evidence of advertising if the job pays at least twice the NZ median wage, or is an occupation on the Green List which can be found here</p> <p><u>THE JOB AD NEEDS TO SHOW:</u></p> <ul style="list-style-type: none">• The job description• minimum and maximum pay• location• minimum hours of work• estimated actual earnings if the job pays by piece, commission or there are other rates or bonuses• minimum skills, experience and qualifications for the role• a pay range that is at least the market rate for that role, and• that you pay at least the NZ median wage of NZD \$27.76 unless the role is on an exemption list.

Ready to hire someone from outside New Zealand?

Apply for a job check

Once you have accreditation you must apply for a job check which must include: a job description, an employment agreement, and the results of any advertising you had to do.

Job checks are valid for 6 months or until you no longer have accreditation.

It will take around 10 working days to process complete job check applications

Ask the migrant to apply

Once the job check is approved you can ask the migrant to apply for their visa through your Immigration Online dashboard.

The migrant must select the link and accept the request before they can begin their application.

If their visa is approved the migrant can take up the job under the terms of their visa.

You must give them a copy of the employment agreement and a copy of the signed employment offer.

The required experience and qualifications for the job you offer them must match the approved job check.

It will take around 20 working days to process a complete visa application.

Continue to meet your obligations

As an AEWV employer, throughout your accreditation, you must notify us within 10 working days if the key people in your organisation change. You can notify us if your AEWV holder leaves your employment.

Next steps

Need help with the Accredited Employer Work Visa process?
Get in touch with our immigration law expert and they'll
guide you through it.

Let's chat!

✉ enquiries@lawhub.nz

🌐 www.lawhub.nz




Lawhub

Follow Us

 [@lawhub.nz](#)

 [@lawhub](#)

 [@lawhub.nz](#)

Contact Us

 enquiries@lawhub.nz

 www.lawhub.nz