

internoptions

Congratulations at looking to improve your CV and future career options by undertaking a hospitality and/ or tourism Internship with Intern Options.

This document contains information to help you and your parents evaluate the decision to intern in New Zealand. The document contains information on things like internship offer and application process, flights, insurance, visa, accommodation, arrival in New Zealand and much more.

Although all of this can seem quite daunting being across the other side of the world, rest assured that the Intern Options team will be with you every step of the way.

With all our staff having lived and worked in Australia or New Zealand we know what we're talking about, so use us as much as you want.

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Your Point of Contact

You will probably already have Jon's contact details at Intern Options but here they are just in case:

Work phone: 0207 353 7699 (+44 207 353 7699)

Email: info@internoptions.com

Feel free to call Jon any time if you have questions or concerns about your internship or New Zealand in general. Jon usually speaks to parents also about any concerns or questions they have so please pass these details on to your parents to contact Jon any time.

Lastly Jon talks with most of the university placement tutors so if they don't already have his contact details and would like to speak to someone at Intern Options, then again just pass on Jon's details to them and happy to speak to them any time.

Intern Options

CALL: 0207 353 7699 or EMAIL: info@internoptions.com
159-161 Temple Chambers, 3-7 Temple Avenue, London, EC4Y 0DA
www.InternOptions.com

Internship Application Process

Although we cannot 100% guarantee you a placement in New Zealand, we reduce the likelihood of not being able to find you a placement in a couple of ways.

Firstly we will send your CV and covering letter to our New Zealand team for feedback before accepting an application. We do this so that our New Zealand team have the opportunity to comment on your suitability and on the current state of that industry for placement opportunities. Secondly once we have received your application and deposit we will again have our New Zealand people confirm they are happy to receive your application.

There is no payment needed up to this stage.

The timeframe for placement depends on your application date, we usually need 4 months to find and negotiate you a placement in Hospitality or Tourism. If you apply earlier than this great, it will give us the chance to get your CV in front of employers earlier and more often.

To move forward from here and find you a great internship what we will need is the following:

- CV template filled in with a photo
- Cover letter filled in
- Application form filled in
- Copy of your passport (picture page), this is not essential with your application, can be sent later
- UK£300 Sterling deposit (once we have placed you, the final payment of the balance is due) **

***** Your deposit is fully refundable if for some reason we cannot find you a hospitality or tourism internship.***

What Intern Options will do is keep you up to date with how your application is progressing and if you have any concerns or questions then just get in contact with us.

Accommodation in New Zealand

While long term accommodation is not included in our programme, we do provide accommodation when you first arrive. Intern Options will book you into a hostel when you arrive for one week and will pay for the first two nights of this as part of our programme. If you wish to stay longer than two nights then you can just pay the hostel directly and you can expect to pay around NZ\$30 per night for this depending on the time of year and demand.

For finding accommodation for the time you are in New Zealand on Placement, this is often interns biggest worry. We realise that this is because you have never been to New Zealand before and don't know what to expect. But rest assured this is not a hard thing to do when you get there and most of our interns find accommodation within the first week or max in the second week.

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Accommodation in New Zealand is quite cheap and as I said is not that hard to find.

Most people move into flat share accommodation which is living with other people in a three or four bedroom house in a double or single room. Depending on the size of the room and quality you can expect to pay between NZ\$100 and NZ\$180 per week.

When you move into a flat share you will be expected to pay the first months rent in advance as well as bond. Bond is usually either 4 or 6 weeks rent. In New Zealand the landlord by law has to lodge this bond with a government organisation in the capital (Wellington) so if there is a dispute over the house you have a way of getting your bond back. However moving into flat share accommodation you will usually pay the bond to the person leaving the room and their bond stays with the landlord.

For further accommodation questions this will be covered in your New Zealand handbook you received when you arrive and questions can be answered by our New Zealand team on arrival. Otherwise we can answer any questions you have before you leave.

Visa to work in New Zealand

**Please note that Intern Options is not a migration or visa agent so we cannot give advice on visas. It is your responsibility to check with Immigration New Zealand. We also cannot control how long it takes for a visa to be processed*.*

Intern Options will help you with your visa application. The visa is processed by Immigration New Zealand, London branch. On average this takes between 5 and 10 days, we can have this done faster if need be.

The cost of the Work Visa you will be applying for is currently £80, but it is subject to change.

Flights to New Zealand

We do not recommend you book and pay for a flight to New Zealand until your internship has been confirmed and signed off.

Also have a read of this article and get some prices for flights so you can budget:

Flights to Australia & New Zealand

<http://www.internoptions.com/flights>

Finding Travel Insurance

Also have a read of this article and get some prices for insurance so you can budget:

Travel Insurance - Where do I Start?

<http://www.internoptions.com/insurance>

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New Zealand Bank Account

We will set you this up at no charge as part of our programme and when you arrive in New Zealand you just go into a local branch to activate your account. You will just need to bring a copy of your passport and account number we will send you.

Further details on this will be in your arrival instructions sent the week before you depart for New Zealand.

This information covers the major questions and concerns that our interns have once they have in making the decision to undertake their placement in New Zealand. If you do have any further questions, or anything here is not clear just let us know.

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