




Te Pūkenga

Level 2, Wintec House
Cnr Anglesea and Nisbet St.
Hamilton 3204

0800 86 22 84
info@tepūkenga.ac.nz
tepūkenga.ac.nz

24 October 2024



Tēnā koe 

Request under the Official Information Act 1982

Thank you for your emails of 27 September 2024, requesting the following information from various business divisions of Te Pūkenga – New Zealand Institute of Skills and Technology (Te Pūkenga), we have numbered your questions for ease of reference:

- 1. The number of directly employed staff currently working at your public service department, departmental agency, or wider state sector entity.*
- 2. The number of directly employed staff and their positions who earn less than \$27.80 per hour (excluding all allowances or overtime rates).*

This letter provides a formal decision on your request under the Official Information Act 1982 (OIA).

As outlined in our acknowledgement of your request, dated 1 October 2024, we provide one response on behalf of our entire business division network.

The decision

Question One

The total number of kaimahi (staff) directly employed by Te Pūkenga as at 31 August 2024 is 11,459.

Please note this figure differs from that provided within *Te Pūkenga 2023 Te Pūrongo ā-Tau Annual Report* as the reporting period is different and we usually only report permanent and fixed-term kaimahi details, whereas here we have included casual kaimahi for you.

This figure is broken down by headcount, business division and employment type (casual, permanent, fixed-term) for you at **Appendix One**.

In some cases, providing the exact number of kaimahi yields results of less than four. Where this arises, we have withheld the exact numbers with reliance on section 9(2)(a) of the OIA, to protect the privacy of natural persons. We do not believe the need to withhold this information is outweighed by the public interest in its release.

Question Two

The total number of kaimahi directly employed by Te Pūkenga earning less than \$27.80 per hour as at 31 August 2024 is 1,221. Of this total, approximately 71 percent are casual kaimahi.

We provide the list of position titles with corresponding headcount at **Appendix Two**.

We have not provided a breakdown by business division and employment type to protect the privacy of kaimahi involved. Where the headcount is less than four, we have withheld the exact number with reliance on section 9(2)(a) of the OIA, to protect the privacy of natural persons. We do not believe the need to withhold this information is outweighed by the public interest in its release.

You have the right to make a complaint to the Ombudsman under section 28(3) of the OIA if you are not happy with this response. Information about how to do this is available at www.ombudsman.parliament.nz or by calling 0800 802 602.

We may publish our OIA responses and the information contained in our reply to you on our website. Before publishing we will remove any personal or identifiable information.

Ngā mihi

A handwritten signature in black ink, appearing to read 'Gus Gilmore', with a large circular flourish above the name.

Gus Gilmore
Tumuaki | Chief Executive

Appendix One

Number of permanent, fixed-term and casual kaimahi as at 31 August 2024		
Business Division	Employment Type	Headcount
Unitec	Casual	363
Unitec	Fixed-Term	22
Unitec	Permanent	704
Ara Institute of Canterbury	Casual	503
Ara Institute of Canterbury	Fixed-Term	118
Ara Institute of Canterbury	Permanent	936
EIT	Casual	67
EIT	Fixed-Term	94
EIT	Permanent	514
WelTec & Whitireia	Casual	80
WelTec & Whitireia	Fixed-Term	22
WelTec & Whitireia	Permanent	531
UCOL	Casual	16
UCOL	Fixed-Term	29
UCOL	Permanent	403
Manukau Institute of Technology	Casual	77
Manukau Institute of Technology	Fixed-Term	41
Manukau Institute of Technology	Permanent	588
NMIT	Casual	12
NMIT	Fixed-Term	81
NMIT	Permanent	337
Northtec	Casual	9
Northtec	Fixed-Term	31
Northtec	Permanent	211
Otago Polytechnic	Casual	240
Otago Polytechnic	Fixed-Term	34
Otago Polytechnic	Permanent	652
SIT	Casual	350
SIT	Fixed-Term	5
SIT	Permanent	388
WITT	Casual	12
WITT	Fixed-Term	14
WITT	Permanent	161
Wintec	Casual	83
Wintec	Fixed-Term	103
Wintec	Permanent	547
Open Polytechnic	Casual	73
Open Polytechnic	Fixed-Term	10
Open Polytechnic	Permanent	590
Tai Poutini Polytechnic	Casual	18
Tai Poutini Polytechnic	Fixed-Term	6
Tai Poutini Polytechnic	Permanent	54

Toi Ohomai Institute of Technology	Casual	124
Toi Ohomai Institute of Technology	Fixed-Term	45
Toi Ohomai Institute of Technology	Permanent	642
Te Pūkenga National Office	Casual	15
Te Pūkenga National Office	Permanent	82
BCITO	Casual	<4
BCITO	Fixed-Term	6
BCITO	Permanent	390
EarnLearn	Casual	<4
EarnLearn	Fixed-Term	10
EarnLearn	Permanent	130
Competenz	Fixed-Term	7
Competenz	Permanent	171
Primary ITO	Casual	5
Primary ITO	Fixed-Term	<4
Primary ITO	Permanent	239
HITO	Fixed-Term	<4
HITO	Permanent	29
Connexis	Fixed-Term	6
Connexis	Permanent	61
Careerforce	Fixed-Term	4
Careerforce	Permanent	171
MITO	Fixed-Term	5
MITO	Permanent	97
ServiceIQ	Fixed-Term	4
ServiceIQ	Permanent	78
	Total: Casual	<2055
	Total: Fixed-Term	<705
	Total: Permanent	8706

RELEASED UNDER THE OFFICIAL INFORMATION ACT 1992

Appendix Two

Kaimahi who earn less than \$27.80 per hour as at 31 August 2024	
Position Title	Headcount
Academic Administrator	<4
Academic Learning Advisor	<4
Academic Lecturer	<4
Academic Services Coordinator	<4
Accessibility Support Worker	12
Accounts Administrator - Debtor	<4
Accounts Payable Administrator	<4
Accounts Receivable Officer	<4
Actor	<4
Administration Assistant	<4
Administrator	15
Administrator - International Training Programmes	<4
Administrator Support - Ielts	<4
Analyst	<4
Animal Carer	<4
Aquatic And Fitness Assistant	<4
Aquatic And Fitness Instructor	8
Asc Us - Peer Support Student Facilitator	9
Ask Me! Agent	<4
Assessor - Ielts	7
Assistant	5
Assistant - Enrolment Centre	4
Assistant - Events	6
Assistant - Restaurant	7
Assistant Chef	<4
Assistant Custodian	<4
Barbering Learning Facilitator	<4
Barista/Cafe Assistant	<4
Bartender	<4
Bus Driver	<4
Café	<4
Cafe Assistant	11
Cafe Attendant	<4
Cafe Chef	<4
Cafe Connect Chef Supervisor	<4
Campus Administrator	<4
Campus Advisor	<4
Campus Security Officer	5
Campus Services Assistant	<4
Caretaker	<4
Catering Assistant	7
Cc Educator	6

OFFICIAL INFORMATION ACT 1982

Chaplain	<4
Chef	4
Childcare Assistant	6
Childcare Educator Trained	<4
Childcare Teacher	5
Cleaner	33
Cleaning Supervisor	<4
Clinical Operations Coordinator	<4
Clinical Skills/Simulation Laboratory Assistant	<4
Cook	<4
Coordinator - Student Services	<4
Custodian - Grounds	<4
Customer Operations Administrator	<4
Customer Operations Specialist	<4
Customer Service Administrator	4
Customer Service Assistant	<4
Customer Service Coordinator	<4
Customer Service Library Assistant	<4
Customer Services Agent	9
Customer Services Assistant	4
Customer Services Officer	<4
Customer Services Rep	<4
Day Caretaker/Custodian	<4
Disability Support	34
Driver	<4
Early Childhood Teacher	7
Early Childhood Trainee Teachr	<4
Employment Officer	<4
Enrolment Officer	<4
Enrolment Processing Administrator	<4
Enrolments Administrator	<4
Enrolments Officer	<4
Events Co-Ordinator	<4
Events Support Staff	<4
Exam Administration	<4
Exam Invigilator	44
Exam Supervisor	<4
Exam Supervisor - Primary	5
Exam Support	18
Examination Invigilator	7
Facilitator	<4
Facilities Administrator	<4
Facilities General Hand	<4
Facilities Leading Hand	<4

OFFICIAL INFORMATION ACT 1982

Faculty Administrator	<4
Front Of House For Restaurant Service & Function	10
Front Of House Supervisor	4
Functions Assistant	11
Functions Coordinator	<4
Gardener	<4
Gen Maintain Grounds Person	<4
General Cafe Assistance	<4
General Hand Facilities	<4
General Representative	<4
Grounds And Support Technician	<4
Grounds Person	<4
Groundsperson & Caretaker	<4
Handyperson	<4
Hapai O Mentor	7
Help Desk Officer	<4
Hospitality & Events Assistant	<4
Hostel Supervisor	<4
Housekeeper	7
Housekeeper And Maintenance Assistant	<4
Housekeeper Supervisor	<4
Ict Print Services Operator	<4
Ict Service Desk Intern	<4
Ielts Examiner - Cfl Testing	7
Ielts Invigilator	5
Ielts Operations Assistant	<4
Ielts Test Coordinator	<4
Ielts Test Day Coordinator	<4
Ielts/Oet Invigilator - Cfl Testing	9
Industry Support Coordinator	4
Information & Enrolment Administrator	4
International Administrator	<4
International Assistant	<4
International Student Admissions Advisor	<4
International Student Representative	<4
Invigilator	24
Invigilator - English Examinations	14
It Support	<4
It Support Technician	<4
Kaiarahi Teina - Peer Mentor	7
Kitchen Assistant	<4
Kitchen Hand/Functions Assista	4
Lab Technician	<4
Laboratory Technician	<4

OFFICIAL INFORMATION ACT 1982

Laundry Person	<4
Learner Records Officer	<4
Learner Support Administrator	<4
Learner Support Worker	4
Learning & Development Administrator	<4
Learning Advisor	<4
Learning Facilitator	20
Learning Records Officer	<4
Learning Support	4
Learning Support Assistant	<4
Lecturer	19
Library	<4
Library And Learning Assistant	<4
Library Assistant	17
Library Assistant - Electronic Services	<4
Library Assistant - Student	<4
Library Services Assistant	<4
Maintenance	<4
Maintenance Assistant	<4
Maintenance Firefighting	10
Maintenance/Caretaking	<4
Manager Front Of House	<4
Maori Representative	<4
Marketing Student Liaison	<4
Mentor	<4
Model	7
Note Taker	10
Operations & Projects Analyst	<4
Operations Coordinator	<4
Pacific Peer Tutor	36
Pacific Representative	<4
Pass Leader	61
Pass Provider And Leader	11
Pearson Test Centre Coordinator	<4
Peer Pacific Tutor	<4
Peer Mentor	17
Peer Support In Lsac	<4
Peer Tutor	97
Programme Administrator	<4
Promotions And Front Of House Assistant	<4
Property Assistant	<4
Quality Administrator	<4
Reader/Writer, Notetaker	4
Receptionist	<4

OFFICIAL INFORMATION ACT 1982

Receptionist Administration	<4
Receptionist/ Administrator	<4
Registry Courier	<4
Reliever	4
Reprographic Technician	<4
Research Assistant	22
Science Technician	<4
Secondary Tertiary Pathways Coordinator	<4
Secretariat Administrator	<4
Security Coordinator	<4
Security Officer	<4
Senior Lecturer	5
Senior Science Technician	<4
Service Centre Analyst	<4
Service Desk Agent	10
Shuttle Bus Driver	<4
Special Academic Projects Lead	<4
Student Ambassador	41
Student Assistant Library Team	<4
Student Central Assistant	<4
Student Communication Team	17
Student Council Member	8
Student Enrolment Advisor	<4
Student Learning Support	<4
Student Life Guide	14
Student Life Guide – Digital	<4
Student Peer Support Facilitator	12
Student Registry Administrator - Enrolments	<4
Student Services Advisor	<4
Student Shelver	<4
Student Support Services Administrator	<4
Student Support Staff	4
Student Supporters	<4
Student Technician	4
Student Tutor	<4
Student Vice President Student Council	<4
Student Voice Coordinator	<4
Study Support Assist.- Deaf	<4
Study Support Assistant	12
Support Officer/Receptionist	<4
Support Worker	7
System Administrator	<4
Systems Support Technician	<4
Tao Health Workforce Assistant	<4

OFFICIAL INFORMATION ACT 1982

Tatai Hono	<4
Tataihono/Administrator	<4
Te Ara O Hine Tapu Ora Peer Mentor	6
Teacher In-Training	<4
Techn Hospitality	<4
Technical Assistant	<4
Technician	7
Technician - Carpentry	<4
Technician - Catering	<4
Technician - Hospitality	<4
Technician Support	<4
Trades And Tech	<4
Transport & General Support	<4
Tuakana	5
Tuakana - Matariki Maori Orientation	<4
Tuakana - Peer Tutor	16
Tuakana - Pouhine Poutama - Peer Tutor	23
Tuakana Maori Orientation Matariki	<4
Tuakana Teina Peer Mentor Maori	<4
Tuakana Teina Peer Mentor Pasifika	<4
Tutorial Assistant	42
Usher	18
Viticulture Assistant	<4
Waitakere Representative	<4
Welcome Desk Receptionist	<4
Workshop Technician	<4
Total:	1221

RELEASED UNDER THE OFFICIAL INFORMATION ACT 1982