Faculty of Education, Service Skills & Environment

APPLICATION FORM

Certificate IV Outside School Hours Care
CHC41712

SECTION 1  General information (please print)

Title
Surname/Family name

First given name
Second given name

Email address

(Please circle)
F = Female  M = Male  Date of Birth    Day Month Year
Are you an Australian CITIZEN? Yes No
If NO, are you a permanent resident? Yes No

SECTION 2  Address for correspondence – (address at which you can be contacted during December-January)

Number and Street

Suburb or Town

State or Country

Postcode Home Telephone No. Mobile Telephone No.

SECTION 3  Education and Training

(Please circle)
Are you completing VCE this year? Yes No

What is your highest level of education?
Year achieved:
Any other relevant training:

Holmesglen: SR ECE  28-Feb-2013  J:\Centre Administration\ECE\Application Forms\Cert IV (Outside School Hours Care).docx
SECTION 4  Employment

Are you currently employed in Children’s Services?  Yes ☐  No ☐

If yes, please tick the relevant boxes below:
☐ Long day care
☐ Occasional care
☐ Family day care
☐ Out of school hours
☐ Early learning centre / kindergarten

Name of employer:  ________________________________________________________________

Address:  _________________________________________________________________________

Post Code:  ____________________________

Phone number:  __________________________________________________________________

(You may be eligible to undertake any of our Children’s Services courses as a traineeship, contact ☏ 9564 6267 for further traineeship information).

SECTION 5  Other Information

In the spaces below provide details of any work experience and activities, paid or voluntary, which may support your application. (Attach additional pages if necessary)

<table>
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<tr>
<th>Type of Work / Activities</th>
<th>Duration</th>
<th>Full-time / Part-time</th>
<th>Employer Organisation</th>
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SECTION 6  Checklist  Please ensure that you have:

☐ completed all sections of this application form; and
☐ attached all relevant supporting documents.

Should you be required for an interview, you will be contacted by telephone or mail.

Please return this application to:

Administrative Officer
Department of Early Childhood Education
Holmesglen
Waverley Campus
PO Box 42
HOLMESGLEN  VIC  3148
☎ 9564 6267