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## APPLICATION FORM FOR APPRENTICESHIP or TRAINEESHIP

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Please complete this form, attach required support documents and return to:

### HunterNet Group Training Company

**Postal Address:** PO Box 437  
NEWCASTLE NSW 2300  
**Fax:** (02) 4927 0571  
**Email:** [lyn@hunternet.com.au](mailto:lyn@hunternet.com.au)

**Name of Applicant:** (BLOCK letters)

\_\_\_\_\_

Surname

\_\_\_\_\_

First Names

**PERSONAL DETAILS OF APPLICANT:**

Name:	Phone No: ( )
Address:	
Suburb:	Postcode:
Date of Birth:	Mobile No:
Email address (optional):	
Gender: Male <input type="checkbox"/> Female <input type="checkbox"/>	

In the event of an emergency, please advise your PARENT / GUARDIAN / NEXT OF KIN details:

Name:	Phone No: ( )
Address:	
Suburb:	Postcode:
Relationship to Applicant:	
Employed by:	Phone No: ( )

**APPRENTICESHIPS/TRAINEESHIPS**

**YOUR CHOICE:** Please number in order of your preference. (No 1 is your preferred choice).

- |   |   |
|---|---|
| <input type="checkbox"/> METAL FABRICATION APPRENTICE     | <input type="checkbox"/> AEROSKILLS APPRENTICE - <b>PLEASE CIRCLE</b><br>Avionics / Mechanical / Structural |
| <input type="checkbox"/> FITTING AND MACHINING APPRENTICE | <input type="checkbox"/> TRAINEESHIP ..... (TYPE)   |
| <input type="checkbox"/> ELECTRICAL APPRENTICE            | <input type="checkbox"/> OTHER .....(PLEASE STATE)  |

Why did you select your preferred trade? What interests you about this particular trade?

Why would you like to gain an apprenticeship / traineeship?

**PREVIOUS EMPLOYMENT:** (Work Experience/ Volunteer / Part Time positions):

Company Name	Date From	Date To	Position Title or Type of Work	Company Contact Name & Number

**REFERENCES:**

Please provide the details of two (2) persons who can provide a reference on your behalf.

1.	Name:	Occupation:
	Company:	Phone No: ( )
2.	Name:	Occupation:
	Company:	Phone No: ( )

**ADDITIONAL INFORMATION:**

Do you hold any licences/tickets? Please list details: (e.g. car licence, forklift)


Other Training / Qualifications Completed:


Social or Community Activities / Sports / Hobbies / Interests:


Is there anything further you wish to add in support of your application?

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If selected, I would be able to commence work on \_\_\_\_\_.

**EDUCATION:**

High School Attended:	
Current or most recent School Year:	

**SCHOOL CERTIFICATE GRADES** (if available). Show subjects attempted and grades.

English	Maths *						

**HIGHER SCHOOL CERTIFICATE** (if available) \*Please indicate Maths level (i.e. General, Intermediate, Advanced)

English	Maths *						

## **APPLICANT DECLARATION**

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To ensure HunterNet Group Training Company (HNGTC) selects suitable candidates our recruitment process includes a range of interviews, aptitude, Maths and English assessments, health assessments and drug and alcohol screening.

Candidates applying for positions with HNGTC will be required to complete all aspects of the selection process.

Are you willing to complete a Health Assessment?  Yes  No

Are you willing to declare all health information relevant to the position you have applied for?  Yes  No

Are you willing to complete a drug & alcohol screening test?  Yes  No

I certify that information contained in this application is true and complete.

I understand that providing false information may be grounds for not hiring me or grounds for immediate termination of employment at any point in the future if I am hired.

I authorise HunterNet Group Training Company to seek verification of any or all information listed in this application.

I understand that submission of this application to HunterNet Group Training Company does not create an actual or implied contract of employment.

I understand I will be advised by HunterNet Group Training Company in regards to the status of my application.

Name: (Please Print)	
Signature:	
Date:	

**APPRENTICESHIP OR TRAINEESHIP**

**APPLICATION CHECKLIST:**

1. I have included all personal details requested.
2. I have provided the name and contact numbers of two referees (preferably non family members).
3. I have attached a copy of my School Certificate and HSC (if available.)
4. I have attached copies of my last three school reports.
5. I have attached a copy of my resume.
6. I have signed the Declaration on page 4.
7. I have checked that the mailing details are correct.

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