



2022 School Based Traineeship Application Process

Year 10 students can apply for School Based Traineeships to be completed over Year 11 and 12. It is therefore a two-year commitment. Traineeships involve one day in the workplace and four days at school. To be considered for a School Based Traineeship you are required to:

- Submit the following documents to Ms Julie O'Malley, School Based Traineeship Coordinator by 3:10pm, Friday 27th August 2021. **(Drop off in Pathways office or school front office – clearly state -Attention Mrs O'Malley – School Based Traineeship Application on cover sheet)**
 - application form,
 - letter -an outline of how to structure your letter is on the reverse side of this page.
 - resume
 - *copy of your latest school report*

- 2. **PLEASE NOTE: THERE IS NO GUARANTEE THAT EVEN IF YOU ARE DEEMED SUITABLE THAT A TRAINEESHIP WILL RESULT. YOU ARE STILL REQUIRED TO CHOOSE A YR 11 PATHWAY FROM THE OPTIONS AVAILABLE TO YOU. THIS INCLUDES ALSO SUBMITTING SEPARATE APPLICATIONS FOR VETDSS (TAFE) IF REQUIRED.**

- School Based Trainees will be selected on the following criteria:
 - **Commitment to school program**
 - Completion of schoolwork to the best of your ability
 - Positive Report Feedback
 - **Acceptable school behaviour**
 - Regular attendance (90% +)
 - Adherence to school dress code
 - Presentation at interview (school uniform)
 - **Demonstrated career goals and interest in an industry area**
 - **Knowledge of SBT program**
 - **Support and commitment of parents**

If you have any questions regarding the program, please contact Julie O'Malley 99658452 or email at Julie.OMalley@education.wa.edu.au

Your Name
Your Address

Mrs Julie O'Malley
School Based Traineeship Coordinator
Geraldton Senior High School
PMB 10100
Geraldton WA 6530

Dear Mrs O'Malley

A paragraph on why you want to do a School Based Traineeship and your knowledge of what this would involve.

A paragraph on your career goals and knowledge of the Industry Area that you would like to train in.

A paragraph describing your skills and qualities and why you would be an asset to any potential employer. (Really sell yourself!)

Yours sincerely

Your Signature

Date



School Based Traineeship Student Application Form 2022

Student Personal Particulars

Family Name:	First Name:
Date of Birth:	Country of Birth:
Nationality:	Aboriginal/Torres Strait Islander Yes / No
Address:	
Email:	
USI:	Student Mobile:
Medicare Number:	Hostel Student Yes / No
Main language spoken at home:	

Parent/Guardian Particulars

Surname:	Given Names:
Relationship:	
Address:	
Email:	Mobile

Number your 3 areas of interest 1 to 3, number 1 being your area of most interest.

- Arts, Sports and Recreation (Limited Opportunities) - Aquatics, Recreation, Fitness Instruction
- Automotive Mechanic - Tyre Fitting and Repair, Paint and Panel
- Building and Construction, General Construction, Civil Construction
- Community Services, Health and Education - Dental Assistants, Support Work, Community Services, Childcare
- Finance, Property and Business Services - Business (Office Administration, Office Clerical, Secretary)
- Food - Butcher, Baker, Pastry Cook
- Hospitality and Tourism - Waiter, Waitress, Commercial Cook, Tour Guide, Travel Consultant
- Information & Communication Technologies - Computing, Telecommunications
- Light Manufacturing - Fabric Makers, Upholsterers
- Metals, Manufacturing Services -Metal Fabricators, Welders, Boilermakers
- Primary Industry - Farm Hand, Gardener, Horticulturalist, Landscape Gardener
- Printing & Graphic Arts - Printing, Screen Printing
- Process Manufacturing - Plastics, Plant Operators
- Public Administration - Local Government Officer
- Utilities- Water Operations
- Transport and logistics - Furniture Removalist, Warehousing,
- Wholesale, Retail and Personal Services - Shop Assistant, Beautician (nails, make up), Florist

The job that I would like to be placed in for a School Based traineeship is

What are your goals when you leave school? (Personal/Career/Further education)

What type or types of jobs would you hope to get after leaving school?

Why have you applied to participate in the School Based Traineeship program?

What do you hope you will gain from the program?

What are your hobbies/interests/sports/community involvement?

List any Work Experiences/Structured Workplace Learning placements or paid employment that you have been involved in

Employer details	Type of work	Type of placement eg, work experience, part-time work

Have you had any preliminary discussions regarding your participation in a School Based Traineeship with any employers or group trainers

- No
- Yes Please provide name of person and business or organization discussions have been held with. _____

Declaration

We understand that this is a first round application for School Based Traineeships at Geraldton Senior High School and that submitting this form does not automatically entitle the applicant to a traineeship position. All applicants will be subject to a selection process.

Student signature _____ Parent/Guardian signature _____

Please return to Mrs O'Malley in the Pathways and Transition office (rear library)