

WORKPLACE SUITABILITY APPLICATION

Workplace training and assessment is one of the requirements of your course, and can be undertaken by work experience placement or through current employment. You cannot have workplaces consecutively counting towards work experience hours. Only one workplace will be assessed, monitored, and counted for each student in any one period.

You can apply to have your current employment hours added towards your work experience hours, after the end of term 4 Commercial Cookery (CC) or Term 5 Patisserie (PAT) of your course. You must apply for assessment of your current paid employment no later than the end of term 3 for CC or term 4 PAT

Student Personal Details

Full name:	Student ID:
Date of Birth:	Mobile No:
Course Name:	Email:

Employers Details

Business Name:	ABN Number:
Manager/Supervisor Name:	Mobile No:
Business address:	
Email:	
Your Position Title:	
Date Commencement:	

Menus available				Please outline regular duties performed
A la carte	Set menu	Buffet		
Meal periods				Please outline regular duties performed
Breakfast	Lunch	Dinner	Functions	

Rosters / Time						
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
AM:	AM:	AM:	AM:	AM:	AM:	AM:
PM:	PM:	PM:	PM:	PM:	PM:	PM:

I declare that this is a true and correct account of my scheduled industry Work Placement:

Student Signature: _____

Date: _____

OFFICE USE ONLY

Overview of details:

Does the student meet the requirements of sufficient Service and meal Periods being covered?

- YES
 NO

Comments:

Does the student need to be rescheduled to cover extra menu or meal periods?

- YES
 NO

Comments:

Date this will take place:

Assigned to Field Officer Name:

The Field officer can declare that this is all correct and confirmed:

Yes

No

Field Officers Signature:

Date: