

Applicants for **Trainee of the Year** must submit a biography and complete Section B - selection criteria

**Aboriginal and Torres Strait Islander Apprentice or Trainee of the Year - Selection Criteria**

 **Apprentice Name:**

 **Or**

   **Trainee Name:**

 **Qualification Name:**

**GTO Name:**

Candidates for this award may be non-school based or school based and must provide a biography and responses to the selection criteria.

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| **Biography** (100 word limit) |
| Tell us about You. Provide a short description of the qualification you enrolled in, your employer and/or training provider, and your reason for choosing this industry and pathway.  *If you are selected as a finalist this information will be used in your finalist profile.* |
| *Start typing here* |
| **Selection Criteria (type your answers directly below each question)** |
| 1. **Study Achievements** (400 word limit for combined questions)

**Points for guidance: Understanding value of learning, why you are doing both on & off the job training, TAFE/RTO results, awards or recognitions received.** |
| * 1. What you have gained from this apprenticeship or traineeship?
	2. Provide information on any awards or recognition that you have received, that supports your training and any other related study you completed.
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| **2.0 Work Performance** (400 word limit for combined questions)**Points for guidance: Overall work performance, commitment to apprenticeship & safe work practices, awareness & understanding of new developments/ trends in workplace and/or industry, team participation and any leadership roles undertaken.** |
| 2.1 Provide details on your work placements and outline your role with your host employer and what you have learnt.  * 1. What have you been able to tell/ show others, employers, work mates etc., about your training?
	2. What do you like about working in a team environment?

 * 1. Outline the main achievements and highlights of your apprenticeship or traineeship
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| **3.0 Skills Development** (400 word limit for combined questions)**Points for guidance: Skill development-attained & translated from off the job to workplace (e.g. rapid development of competencies, height of skills attained, any additional skills developed), ability to continue managing own skills & personal development.** |
| 3.1 Outline how you use the skills you have learnt at TAFE/RTO in your host employer’s business. 3.2 How does your apprenticeship/traineeship fit into your plans with your future career?  |
| **4.0 Promotion of Apprenticeship/Traineeship** (400 word limit for combined questions)**Points for guidance: Highlight any community involvement relevant to your apprenticeship/traineeship, knowledge of host employer business, quality of communication with GTO, Host employer, TAFE/RTO** |
| 4.1 Why /how would you encourage other people into an apprenticeship or traineeship? 4.2Outline your capacity to be a good ambassador for your employer – a group training organisation. 4.3 How are you connected with your community/extended family? And how has the training impacted on your community?  |
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