



ROOTS EMPLOYEE VOCATIONAL TRAINING BURSARY PROJECT

APPLICATION FORM FOR A VOCATIONAL TRAINING BURSARY

The Company, an equal opportunity employer, supports the development of its employees and therefore invites applications for VOCATIONAL TRAINING BURSARIES for employees who wish to pursue vocational studies towards artisan status in the following fields:

- Fitting and Turning;
- Electrical Installation;
- Boiler Making;
- Welding and Fabricating;
- Plumbing;
- Air Conditioning and Refrigeration.

ELIGIBILITY REQUIREMENT:

- Valid Namibian Citizenship;
- General good health (medical examination could be required);
- Satisfactory outcome of aptitude assessment (If required);
- Minimum of three (3) years' experience in one of the above mentioned fields.





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photo
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VOCATIONAL TRAINING BURSARY PROJECT

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APPLICATION FORM FOR A VOCATIONAL BURSARY THROUGH RECOGNITION FOR PRIOR LEARNING

CLOSING DATE FOR APPLICATIONS: 18th OF JANUARY 2019

TICK THE TRADE YOU WISH TO ENROLL FOR (ONLY ONE):

Please take note that applicant should have at least three (3) years trade related experience in the below mentioned fields to be eligible to apply.

- FITTING AND TURNING
- ELECTRICAL INSTALLATION
- BOILER MAKING
- WELDING AND FABRICATING
- PLUMBING
- AIR CONDITIONING AND REFRIGERATION

SECTION A

You may submit a typed or handwritten copy of the form. Please ensure that your handwriting is legible.

1. PERSONAL PARTICULARS

SURNAME: _____

FIRST NAME(S): _____

STREET ADDRESS: _____

POSTAL ADDRESS: _____

TELEPHONE NUMBER: (H) _____ (W) _____ (C) _____

CITIZENSHIP: _____ DATE OF BIRTH: _____

ID / PASSPORT NUMBER: _____ GENDER: _____

MARITAL STATUS: _____ NUMBER OF DEPENDANTS: _____

DEPARTMENT: _____ BUSINESS UNIT (NM/FM/NPI): _____

2. PARTICULARS OF: PARENT / GUARDIAN (Please circle)

SURNAME: _____

FIRST NAME(S): _____

STREET ADDRESS: _____

POSTAL ADDRESS: _____

TELEPHONE NUMBER: (H) _____ (W) _____ (C) _____

OCCUPATION OF PARENT/GUARDIAN: _____

NAME AND ADDRESS OF EMPLOYER: _____

SECTION B

1. QUALIFICATIONS OR EDUCATION

1.1 Highest schooling qualification obtained:

1.2 Name of School (Institution) and Town:

SUBJECTS PASSED (Please state the year in which passed and submit proof of qualification obtained)

SUBJECT	HIGHEST LEVEL COMPLETED AND IN WHICH YEAR IT WAS OBTAINED	GRADE FINAL RESULTS
1.		
2.		
3.		
4.		
5.		
6.		

1.3 VOCATIONAL TRAINING

(i) Levels / certificates / diplomas already obtained (please list all subjects and the year in which obtained): _____

(ii) At which vocational training institution did you study?

2. WHAT HAVE YOU BEEN DOING SINCE LEAVING SCHOOL?

YEAR	DETAILS

3. HAVE YOU EVER BEEN CONVICTED OF A CRIMINAL OFFENCE? YES / NO? (If yes, please provide full details)

4. PLEASE SUBMIT THE FOLLOWING DOCUMENTS WITH YOUR APPLICATION FORM:

- 4.1 Certified copy of your final School results.
- 4.2 One passport photograph.
- 4.3 Certified copies of relevant vocational diplomas / certificates.
- 4.4 Certified copy of birth certificate / identification card / passport.
- 4.5 Full CV with supporting documents.

FAILURE TO COMPLETE THIS APPLICATION FORM TRUTHFULLY WILL LEAD TO DISQUALIFICATION.

UNDERTAKING

I _____
(Full name and surname in capital letters)

OF _____
(Address)

CERTIFY THAT THE INFORMATION SUPPLIED BY ME IN THE SECTIONS ABOVE IS TRUE,
COMPLETE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

SIGNATURE OF APPLICANT: _____ **DATE:** _____

SIGNATURE OF PARENT / GUARDIAN (Only necessary if applicant is under the age of 21):

DATE: _____

PLEASE NOTE:

- A) INCOMPLETE OR FAXED APPLICATION FORMS WILL NOT BE PROCESSED
- B) NO DOCUMENTS WILL BE RETURNED
- C) ONLY SHORTLISTED CANDIDATES WILL BE CONTACTED

ALL ENQUIRIES CAN BE ADDRESSED TO:

Leoné Janse van Rensburg

Tel: +264 (61) 290 1147

Email: lvrensburg@namibmills.com.na

Completed application forms together with certified copies of the above mentioned documentation (mentioned at point 4) should be sent to:

ROOTS VOCATIONAL BURSARY FUND - Namib Mills, P.O. Box 20276, Windhoek, Namibia or emailed to Roots@NamibMills.com.na

The closing date for applications is on the **18th of January 2019**. Only shortlisted candidates will be contacted for interviews. Clearly indicate the trade you wish to enroll for.