



# MINTRAC

NATIONAL MEAT INDUSTRY TRAINING ADVISORY COUNCIL LIMITED

## Application for registration as a MINTRAC registered Overseas Skilled Meat Worker Assessor

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### *Your contact details*

Name \_\_\_\_\_

Postal address \_\_\_\_\_

Telephone \_\_\_\_\_

Mobile \_\_\_\_\_

Email \_\_\_\_\_

### *Your Qualifications and Experience*

#### **Please note the following requirements**

As part of the Standards, an RTO's training and assessment may only be delivered by trainers and assessors who have:

- the vocational competencies at least to the level being delivered and assessed
- current industry skills directly relevant to the training and assessment being provided, and
- current knowledge and skills in vocational training and learning that informs their training and assessment.

In addition, training and assessment may only be delivered by persons who have:

- TAE40110 Certificate IV in Training and Assessment, or its successor\*, or
- a diploma or higher level qualification in adult education.
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\* Prior to 1 January 2016, a person was able to demonstrate equivalence of competencies in the training and assessment qualification. From 1 January 2016, demonstrating equivalence of competencies will not be sufficient—trainers and assessors must hold the TAE40110 or its successor.

Your RTO must also ensure that all trainers and assessors undertake professional development in the fields of:

- knowledge and practice of vocational training, and
- learning and assessment, including competency-based training and assessment.

**As part of this application, please provide evidence of the qualifications that meet these requirements.**

**Important note:** In April 2016 the core units of the Certificate IV in Training and Assessment were updated to include 'Design and develop assessment tools' and 'address adult language, literacy and numeracy (LLN) skills'. Trainers and assessor who do not hold the relevant units have until April 2019 to meet the new requirements. **Applicants who hold TAE40110 must supply evidence of completion of the additional core Units as soon as they have been completed.**

**1. Assessor qualification:** (note a certified copy of the qualification must be attached)

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**2. Relevant Meat Industry qualifications** (Note certified copies of each qualification must be attached. A certified copy is a copy of an original document which is verified as a true copy by an authorised person. In Australia, persons who may certify documents include Justices of the Peace (JPs). Lists of JPs can be found in the *Yellow Pages* telephone book or the following websites: [Justice of Peace NSW](#) [Justice of Peace QLD](#) [Justice of Peace VIC](#) [Justice of Peace SA](#) [Justice of Peace WA](#)

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### 3. Relevant meat industry experience

Here, please provide details of your experience in the meat industry, including positions held, length of time in each position, and names and contact details for referees who are prepared to verify your statement. Attach additional pages if necessary.

Company	Dates of employment	Position/duties	Referee name and contact details


## Declaration

I have read and understand the requirements for conducting a skills assessment for overseas skilled meat workers as provided by the relevant Commonwealth Labour Agreement.

I have not previously been removed from the MINTRAC Register Overseas Skilled Meat Worker Assessors as a result of a Skills Assessment Failure.

I also understand my obligations in undertaking a skills assessment as a qualified assessor, as evidenced by my *Certificate IV in Training and Assessment*.

If accepted by MINTRAC as a MINTRAC registered Overseas Skilled Meat Worker Assessor, I agree to the following conditions.

That my name will be added to the MINTRAC Register Overseas Skilled Meat Worker Assessors on the MINTRAC website.

That I will conduct skills assessments in units in which I possess the necessary technical knowledge.

That I will conduct skills assessments of Overseas Skilled Meat Workers in accordance with the requirements of the relevant Commonwealth Labour Agreement to ensure that prospective applicants and / or primary visa holders have a minimum skill level commensurate with a MINTRAC referenced AQF *Certificate III in Meat Processing*.

That I will keep detailed records of my assessment processes and individual assessments.

That my name will be removed from the MINTRAC Register of Overseas Skilled Meat Worker Assessors should MINTRAC be directed to do so by a Meat Processing Company as a result of a Skills Assessment failure.

That I will advise MINTRAC as soon as is practicable of any circumstances which may affect my capacity to undertake skills assessment of overseas skilled meat workers.

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

## Support of nomination by a Meat Processing Company

This section is to be completed by an authorised representative of a Meat Processing Company which is party to a Commonwealth Government Labour Agreement for the Entry of Overseas Skilled Meat Workers into Australia. **A copy of the signature page from the signed agreement must be attached to this application.**

Name: \_\_\_\_\_

Position in Company: \_\_\_\_\_

Company Name and Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

Preferred method of contact (provide relevant detail such as phone number or email address): \_\_\_\_\_

I declare that I support the application by [*insert name of proposed assessor*] for inclusion on the MINTRAC Register Overseas Skilled Meat Worker Assessors.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### **PLEASE NOTE**

**A copy of the signature page from the signed Commonwealth Labour agreement must be attached to this application.**

