



**Form 3a JOB SEEKER TRAINING APPLICATION REG/PROFILE FORM–All Programmes 2017**

**PLEASE WRITE IN CAPITAL LETTERS**

(All areas of the form must be Completed and the form **Signed** in **Part C and D** to be Eligible)

**Eligibility Criteria to Qualify as a Job Seeker (NB anyone on a current CE or TUS Scheme may not be eligible):**

A person wishing to participate in the JSSP programme must be:

- Under 35 years of age **or** Unemployed for more than 12 months **or** Seasonally Employed **or** Formerly employed in the construction, manufacturing or retail sectors **or** Educated to Level 5 **or** less on the National Framework or Qualifications (NFQ) **or** Recipient in receipt of Job Seekers Allowance or Benefit, **or** other approved welfare payment/s **or** Registered with DSP and not getting a payment.

**PART A**

• **Personal Details:**

**First Name:** \_\_\_\_\_ **Surname:** \_\_\_\_\_

**Address:** \_\_\_\_\_  
\_\_\_\_\_

**Email:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_ **(Home)** \_\_\_\_\_ **(Mobile)**

**Date of Birth** \_\_\_\_\_

**AGE** (Circle one category): 18-25, 26-30, 31-35, 36-40, 41-45, 46-50, 51-55, 56-60, 61-65, 66-70

**Month & year joined Live Register (if applicable):** \_\_\_\_\_

**Please identify (√) your social welfare payment:**

Job-seeker Allowance     Job-seeker Benefit     Other Payment     No payment   
Rural Social Scheme    Tus Scheme    Location \_\_\_\_\_

If other payment, give details: \_\_\_\_\_

• **Education & Qualifications:**

**Please indicate (√) your highest level of attainment on the list of qualifications below:**

- Doctorate degree
- Postgraduate Diploma/Masters Degree
- Degree (Honours)/Higher Diploma
- Degree (Ordinary)
- Higher Cert/Advanced Cert
- Leaving Cert
- Junior Cert

**Specify the year in which you achieved this qualification:** \_\_\_\_\_



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Previous sector of employment (please tick): **PAYE Employee**  **Self-employed**  **Graduate**  **School Leaver**

Type: **Agriculture**  **Construction**  **Manufacturing**  **Retail**  **Services**  **Technology**   
**Transportation**  **Wholesale**  **Other (Specify)** \_\_\_\_\_

**PART B TRAINING COURSE APPLYING TO ATTEND**

Please give details of the training course you are applying to attend (if known):

Training Course Name: \_\_\_\_\_ Training Course Location: \_\_\_\_\_

Training Date/s: \_\_\_\_\_

**PART C WORK PLACEMENT COMMITMENT**

Each job seeker that attends a programme funded by the Taste 4 Success Skillnet must attend at least 5 days work placement / experience, unless the job seeker is successful in securing employment as part of the training programme.

Please identify 1 or 2 places you can organise work experience: \_\_\_\_\_

Please confirm your commitment to attend work placement. \_\_\_\_\_

I confirm that I will attend work placement experience as part of the training support and funding:

**Signed:** \_\_\_\_\_

**PART D Data Protection Approval – Welfare Recipients Only**

The Department of Social Protection has asked Skillnets Ltd to provide quarterly reports listing attendance by welfare recipients on short courses (i.e. 20 days or less: SKN-A). In order to comply with data protection requirements, it is essential that Skillnets Ltd only reports information to the Department which has been authorised by the welfare recipients involved. Therefore as part of your eligibility to attend this programme, we would be grateful if you could authorise us to confirm to the DSP your attendance at this programme by signing the declaration at the end of this page.

*“As a current recipient of income support from the Department of Social Protection (DSP), I hereby authorise the network, through Skillnets Ltd, to disclose details of my attendance at Skillnets courses to this Department.”*

**Signed:** \_\_\_\_\_

**PART E (SKN-C Programmes only – i.e. those Longer than 20 Days)**

**DEPARTMENT OF SOCIAL PROTECTION APPROVAL/WITNESS**

Name of Approving Officer: \_\_\_\_\_ Office Location: \_\_\_\_\_ Contact No: \_\_\_\_\_

Signature of Approving Officer: \_\_\_\_\_ Date/Stamp: \_\_\_\_\_



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### **Funding for Job Seekers:**

The Taste 4 Success Skillnet provides 100% funding for approved welfare recipients/job-seekers to train and develop skills and knowledge in food and beverage training programmes. Job-seekers who wish to apply for free training places are required to complete & return this Application Form to the Taste 4 Success Skillnet, Unit 8, Teemore Industrial Estate, Teemore, Granard, Co. Longford or by email to [training@taste4success.ie](mailto:training@taste4success.ie)

Training programmes are part of a scheme agreed with the Department of Social Protection (DSP). An individual's benefits and entitlements will remain unaffected by network training participation subject to the normal social welfare rules applying. Welfare recipients/job-seekers wishing to participate in Taste 4 Success Skillnet funded training programmes must adhere to DSP and Skillnets Ltd eligibility criteria (see Part A below).

### **DSP Criteria:**

Welfare recipients should inform their Social Welfare Local Office, wherever possible in advance, of their intention to participate in programmes of 20 days duration or less (including work placements). Programmes in excess of 20 days training/work experience require welfare recipients to seek prior approval from their Local Social Welfare Office so that the benefit payment is not affected. Section D of this form is reserved for such approvals.

Please also note that it is the responsibility of the social welfare recipient to ensure that their attendance at courses does not impinge on their obligations in respect of signing on, attendance at interview, etc. Where such conflicts arise the person should immediately bring them to the attention of their Local Social Welfare Officer.

**Approval for SKN-C Programmes (i.e. training longer than 20 days duration): See PART E on page 2 of this Form.**

