

## Unemployed Trainee Profile Form

Welcome to your Taste 4 Success Skillnet training programme. This Trainee Profile Form is used by Skillnet Ireland and Taste 4 Success Skillnet to collect profile information relating to participants on training programmes partially or fully-funded by Skillnet Ireland from the National Training Fund through the Department of Education and Skills (DES).

We ask you to complete this Form where you will share certain personal details. At the end of your Skillnet Ireland training programme you will be asked to complete a Reaction to Learning Form. The data you provide is invaluable to our continued efforts to provide a wide range of relevant and desirable training programmes, to communicate with you, and to enable us to operate effectively.

Taste 4 Success and Skillnet Ireland will comply with all applicable Data Protection Legislation in the processing of the information and personal data provided by you in this Form and the Reaction to Learning Form. Your data will be processed in line with the Skillnet Ireland Trainee Privacy Statement which you can access on the Skillnet Ireland website:

<https://www.skillnetireland.ie/data-protection/Skillnet-Ireland-Trainee-Privacy-Statement>

### WHAT WE USE YOUR PERSONAL DATA FOR

Your information will be shared with third parties in certain specific circumstances:

- 1) for the purposes of delivering Skillnet Ireland training programmes via the Learning Network
- 2) for the purposes of securely storing participant information with our IT services provider
- 3) for the purpose of conducting surveys to evaluate the quality and impact of the programmes delivered by the Learning Network. For such surveys, you may be contacted at some point in the future (no longer than 24 months following completion of your training with the Learning Network) either by telephone or email
- 4) for the purpose of providing DES with statistical information to help inform national policy in relation to skills. Only aggregated and statistical data will be reported to the DES.

### CONSENT TO PROCESS YOUR PERSONAL DATA

By checking the box, I agree to provide Skillnet Ireland with my personal data and permit it to process and store this personal information for the purposes described above and under the terms of the Skillnet Ireland Trainee Privacy Statement.

By checking the box, I agree to provide the Taste 4 Success with my personal data and permit it to process and store this personal information for the purposes described above and under the terms of the Learning Network's Trainee Privacy Statement.

**Please now complete the form overleaf**

Should you have any queries in relation to this form please email the Skillnet Ireland Data Protection Officer at [dpo@skillnetireland.ie](mailto:dpo@skillnetireland.ie)

## SECTION A: TO BE COMPLETED BY ALL TRAINEES

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

Phone number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Gender:  Male  Female Home County: \_\_\_\_\_

Please select your age range below:

Under20  20-24  25-29  30-34  35-39  40-49  50-59  Over 60

Please select your highest attainment level on the National Framework of Qualifications (NFQ):

- |   |  |
|---|--|
| <input type="radio"/> NFQ 1 Certificate                 | <input type="radio"/> NFQ 6 Advanced/Higher Certificate            |
| <input type="radio"/> NFQ 2 Certificate                 | <input type="radio"/> NFQ 7 Ordinary Bachelor Degree               |
| <input type="radio"/> NFQ 3 Junior Certificate          | <input type="radio"/> NFQ 8 Honours Bachelor Degree/Higher Diploma |
| <input type="radio"/> NFQ 4 Leaving Certificate         | <input type="radio"/> NFQ 9 Master's Degree/Post Graduate Diploma  |
| <input type="radio"/> NFQ 5 Leaving Certificate Honours | <input type="radio"/> NFQ 10 Doctoral Degree                       |

## SECTION B: UNEMPLOYED TRAINEES ONLY

Please select the length of time out of employment prior to training:

Up to 1 year  1 year to 3 years  Over 3 years

Please select the category which best describes your current status:

Jobseeker  Recent graduate or school leaver  Carer  Homemaker  
 Retired or semi-retired  Other (please specify \_\_\_\_\_)

Are you in receipt of a social welfare payment?  Yes  No

Previous sector of employment

- |  |                                     |   |
|--|-------------------------------------|---|
| <input type="radio"/> Agriculture                    | <input type="radio"/> Legal         | <input type="radio"/> Technology                    |
| <input type="radio"/>                                | <input type="radio"/> Life Sciences | <input type="radio"/> Tourism                       |
| <input type="radio"/> Construction                   | <input type="radio"/> Manufacturing | <input type="radio"/> Transportation                |
| <input type="radio"/> Financial Services             | <input type="radio"/> Retail        | <input type="radio"/> Wholesale                     |
| <input type="radio"/> Food & Drink                   | <input type="radio"/> Services      | <input type="radio"/> Other (please specify): _____ |
| <input type="radio"/> Not previously employed: _____ |                                     |   |

## SECTION C: Work Experience Commitment

### 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: \_\_\_\_\_

Should you wish to receive further information regarding training programmes managed or administered by Skillnet Ireland and delivered by the Learning Network, please indicate your preferred method of contact by checking any of the following options below:

via email

via telephone

via text

For further information on Skillnet Ireland and our Learning Networks please visit

[www.skillnetireland.ie](http://www.skillnetireland.ie)

## OFFICE USE ONLY