



Migration Points Advice

Employer Template

This form must be completed and signed by your employer or a direct supervisor who observes your daily tasks and duties.

Business Name

Business Address

Business Telephone

Business Email

Business Website

Australian Business Number/Business Registration details

For overseas businesses, details should be provided relevant to requirements for operating a business in that country.

Employment details

Date commenced

Date completed

Full-time

Part-time

Hours per week

Salary

Additional business information

Please include any links relevant to the business such as social media (Facebook, Instagram, Twitter etc.), online telephone directories. Please include copies of any business cards or other advertising with your application.

Applicant Job Tasks and duties

This must accurately describe the applicant's job role in your own words. TRA will not accept a 'cut and paste' occupation description from a third party website (such as ANZSCO).

Tools/Equipment used

Declaration

I declare that the information supplied in this Employer Template is true and correct.

I understand that giving false or misleading information is a serious offence, and that a person convicted of fraud and or corruption in connection with an application for skills assessment may be subject to a range of penalties including fines and imprisonment.

Name of Applicant

Position

Date

Name and position of Supervisor/Manager

Signature of Supervisor/Manager