

Job Ready Program - Employment Confirmation Form

Section One: Participant details

TRA Reference number:	Participant name:
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Section Two: Employment details

EMPLOYER 1 Trading Name:	Employer's Australian Business Number (ABN) (from your most recent pay evidence):
If you are a sub-contractor, what is your ABN?:	
Employment start date:	Employment end date (Put 'current' if still employed):
What were your average weekly hours of employment with this employer? <small>(if your hours of employment changed during this period, please list the dates and average weekly hours on a separate page)</small>	
How many weeks of paid or unpaid leave did you take during this period? List the dates (if required):	

Do you have additional employers? YES NO If YES, complete the table/s below for each employer:

EMPLOYER 2 Trading Name:	Employer's Australian Business Number (ABN) (from your most recent pay evidence):
If you are a sub-contractor, what is your ABN?:	
Employment start date:	Employment end date (Put 'current' if still employed):
What were your average weekly hours of employment with this employer? <small>(if your hours of employment changed during this period, please list the dates and average weekly hours on a separate page)</small>	
How many weeks of paid or unpaid leave did you take during this period? List the dates (if required):	

EMPLOYER 3 Trading Name:	Employer's Australian Business Number (ABN) (from your most recent pay evidence):
If you are a sub-contractor, what is your ABN?:	
Employment start date:	Employment end date (Put 'current' if still employed):
What were your average weekly hours of employment with this employer? (if your hours of employment changed during this period, please list the dates and average weekly hours on a separate page)	
How many weeks of paid or unpaid leave did you take during this period? List the dates (if required):	

EMPLOYER 4 Trading Name:	Employer's Australian Business Number (ABN) (from your most recent pay evidence):
If you are a sub-contractor, what is your ABN?:	
Employment start date:	Employment end date (Put 'current' if still employed):
What were your average weekly hours of employment with this employer? (if your hours of employment changed during this period, please list the dates and average weekly hours on a separate page)	
How many weeks of paid or unpaid leave did you take during this period? List the dates (if required):	

Section Three: Participant Declaration

NOTE: Penalties apply under the Crimes Act 1914 and the Criminal Code Act 1995 may apply for making false or misleading statements and providing false or misleading information or documents. TRA may access to independent sources such as the **Australian Taxation Office** to validate employment. TRA may undertake further investigation and/or immediately revoke a skills outcome if it is later found to be based on false or misleading documents/information. This may include a mandatory reassessment of your evidence, experience and skills.

- I confirm that the information I have provided in this form is true and correct.
- I have uploaded the last four (4) pay evidence for my current employment on the TRA Portal.

Participant signature	Date signed
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