



**LETSEMA LEARNERSHIP
2016 APPLICATION FORM
BANKING SERVICE ADVICE LEARNERSHIP**



Please note that there are **NO COSTS** involved in the application for or participation in this learnership

THE BANKSETA WELCOMES APPLICATIONS FROM PERSONS WITH DISABILITIES 

(Applicants are responsible for their own travel and accommodation costs related to the recruitment process)

Closing Date: 28 August 2015

PLEASE SELECT THE CENTRE CLOSEST TO WHERE YOU LIVE

THIS CENTRE WILL BE USED TO DETERMINE YOUR INTERVIEW CENTRE AND YOUR PLACEMENT

NO TRANSFERS WILL BE ALLOWED THEREAFTER. NB – PLEASE SELECT ONLY ONE!

JOHANNESBURG	<input type="checkbox"/>	MIDRAND	<input type="checkbox"/>	PRETORIA	<input type="checkbox"/>	DURBAN	<input type="checkbox"/>	PORT ELIZABETH	<input type="checkbox"/>
EAST LONDON	<input type="checkbox"/>	POLOKWANE	<input type="checkbox"/>	NELSPRUIT	<input type="checkbox"/>	WITBANK	<input type="checkbox"/>	CAPE TOWN	<input type="checkbox"/>
KLERKSDORP/ POTCHEFSTROOM	<input type="checkbox"/>	BLOEMFONTEIN	<input type="checkbox"/>	KIMBERLEY	<input type="checkbox"/>	VEREENIGING	<input type="checkbox"/>	RUSTENBURG	<input type="checkbox"/>

Please note: These areas may change without prior notice

Do you reside more than 100km's from the area to which you have applied?

YES NO

PERSONAL INFORMATION AS PER IDENTITY DOCUMENT

Title (Mr, Mrs, Ms)					RSA Identity number							
Initials					Maiden name (if married)							
Surname (as per ID)					Known as							
First names in full (as per ID)												
Race					Gender				Male		Female	
Date of birth	D	D	M	M	Y	Y	Y	Y	Age on 1 February 2016			
Do you have a permanent disability?	Yes		No		If Yes, specify disability and attach certificate:							

PLEASE PROVIDE VALID CONTACT DETAILS TO AVOID BEING DISQUALIFIED

Complex number and name											
Street number and name											
Suburb					City						
Name of municipality					Province						
Cellular number					Home number						
Email address											
Fax number											
Name of Parent/Guardian					Contact number						
Name of person staying with you					Contact number						



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EDUCATIONAL DETAILS

SCHOOL NAME				
PROVINCE				
YEAR MATRICULATED	Y	Y	Y	Y

SUBJECTS	HG/SG	% OR LEVEL
ENGLISH		
MATHEMATICS		
MATHS LITERACY		
ACCOUNTING		

EMPLOYMENT HISTORY

Full Time; Part Time; Temporary; Voluntary; Learnerships; Business Owner, etc.

WHAT IS YOUR LEVEL OF COMPUTER LITERACY?

Beginner
 Intermediate
 Advanced

WHERE DID YOU HEAR ABOUT THE LEARNERSHIP?

Newspaper/Advertisements
 School/University
 Family/Friend
 Someone in the Banking sector
 Community Centre
 Other, specify _____
 Social Media
 Radio Station

Please Note:

*If you have **NOT** been contacted for an interview by the end of **November 2015**, you should assume that your application was **NOT** successful*



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I DECLARE THE FOLLOWING	TICK (✓)
I am currently unemployed	
I am a South African Citizen with full Citizenship	
I am under the age of 35 years as at 1 February 2016	
I have a minimum of 50% in English AND a minimum of 50% in Accounting OR a minimum of 50% in Mathematics OR a minimum of 60% in Maths Literacy	
I am NOT currently registered as a student (part or full-time) at a tertiary institution	
I do NOT have a criminal record or pending criminal cases	
I have a clear credit record	
I do NOT know of any reason that will prevent me from attending all the required training sessions	
I do NOT know of any reason that will influence my attendance at work, including work on a Saturday	
I will be able to complete the learnership successfully in the period specified (starting 1 February 2016)	
I have NOT participated in a previous learnership	

RULES FOR APPLICATION	TICK (✓)
1. Application forms that are incomplete will be disqualified	
2. Invalid or incorrect contact details automatically disqualify the applicant	
3. Copies of the following documents MUST be certified and included in this application to prevent disqualification:	
• Identity Document	
• Matric Certificate	
• Testimonial stamped by either the school or church	
• Medical certificate (in the case of a person with a disability)	
4. Do NOT send original documents, attach certified copies	
5. Applicants with a qualification higher than a 1 year post matric certificate will be discouraged	
6. Applicants involved in other studies or planning to study from January 2016 to December 2016 will NOT be considered	
7. Applicants MUST be unemployed and under the age of 35 years as at 1 February 2016	
8. Applicants MUST NOT have any pending employment offers	
9. Successful applicants MUST be available to commence learnership on 1 February 2016	
10. Successful applicants will be placed near to the address provided on this application form. NO TRANSFERS	
11. Applicants MUST be South African Citizens with a valid SA Identity book/card	

TO AVOID DUPLICATIONS, PLEASE APPLY ONLY ONCE!



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I declare that,

- I have not participated in any previous learnership, including the BANKSETA Letsema or Kuyasa Learnership
- I understand and accept the rules of this application
- the information supplied in this application is true and correct
- I understand that any false information will automatically disqualify me from being part of the Letsema Learnership

I confirm that I have not already completed the Certificate in Banking Service Advice.

I hereby consent to,

- the processing of my personal information by Kelly for the purpose of my application for employment
- authorise Kelly to obtain a credit/criminal check when requested as an inherent job requirement by BANKSETA of Kelly for a position for which I wish to apply

I hereby understand,

- that the purpose of such credit/criminal check is for Kelly and BankSETA to assess my application for employment and to protect Kelly and the client's legitimate interests in relation to criminal offences which have been or can reasonably be expected to be committed against them or persons in their service
- and accept that the work I perform in a client's office to which I am assigned, and the information gained are strictly confidential and will be treated as such by me during the learnership and at all times thereafter
- that the names and biographical details of employees, who are dismissed for dishonesty related misconduct committed at a bank, will be recorded on REDS, a central database of the Banking Council of South Africa. This database may be accessed by other banks who participate in the database

Name and Surname : _____

Signature : _____ Date : _____

All application forms must be returned to Kelly:

Area	Physical Address	Fax number	Email address
Johannesburg	Mathomo Mall, 115 Main Street, Johannesburg CBD	086 574 6992	Letsema.jhb@kelly.co.za
Midrand	Mathomo Mall, 115 Main Street, Johannesburg CBD	086 295 5204	Letsema.midrand@kelly.co.za
Pretoria	Cherry Lane Office Park, 1st Floor, Cnr Middel Street & Fehrsen Street, Brooklyn, Pretoria	086 574 7584	Letsema.pta@kelly.co.za
Durban	39 Florida Road, Morningside, Durban	086 574 6997	Letsema.kzn@kelly.co.za
Cape Town	8th Floor, The Pinnacle, Cnr Strand & Burg Street, Cape Town	086 574 7001	Letsema.cpt@kelly.co.za
Port Elizabeth	1st Floor, Block C, Metropolitan Office Park, Cape Road, Greenacres, Port Elizabeth	086 574 7006	Letsema.pe@kelly.co.za
East London	5 Derby Road, Berea, East London	086 574 7004	Letsema.el@kelly.co.za
Bloemfontein	The Loch Logan Waterfront Mall, Shop M2-11, 105-107 Henry Street, Bloemfontein	086 240 9944	Letsema.bloem@kelly.co.za
Kimberley	The Loch Logan Waterfront Mall, Shop M2-11, 105-107 Henry Street, Bloemfontein	086 574 7586	Letsema.kim@kelly.co.za
Klerksdorp/ Potchefstroom	Cnr Barrage & Rossini Boulevard, Shop 142A Vaal Mall, Vanderbijlpark	086 574 7587	Letsema.klerk@kelly.co.za
Rustenburg	Cherry Lane Office Park, 1st Floor, Cnr Middel Street & Fehrsen Street, Brooklyn, Pretoria	086 574 7589	Letsema.rust@kelly.co.za
Polokwane	Cherry Lane Office Park, 1st Floor, Cnr Middel Street & Fehrsen Street, Brooklyn, Pretoria	086 574 7590	Letsema.limp@kelly.co.za
Nelspruit	The Pinnacle Building, 3rd Floor, 1 Parkin Street, Nelspruit	086 240 9992	Letsma.nelspruit@kelly.co.za
Witbank	The Pinnacle Building, 3rd Floor, 1 Parkin Street, Nelspruit	086 295 5048	Letsema.witbank@kelly.co.za
Vereeniging	Cnr Barrage & Rossini Boulevard, Shop 142A Vaal Mall, Vanderbijlpark	086 101 0101	Letsema.vaal@kelly.co.za