

Por favor hakerek ho klaru!



**Please use clear handwriting on this form!

REFERENCE #: TL-SWP-20-

TEST S. No.#:

Secretariat of State for Vocational Training and Employment

Democratic Republic of Timor-Leste

AUSTRALIAN'S SEASONAL WORKER PROGRAM (SWP)

PERSONAL PROFILE

Priense Naran Oin tuir Eleitoral/BI

Apelidu/naran kotuk

First Name: _____ Surname: _____

Applicants/Candidate must meet certain criteria to be eligible for the SWP

Use the **Self-Check List** below to test your eligibility:

Tau vistu (✓) iha kaixa sira iha karaik ne'e haktuir ita nia informasaun pesoal ne'ebe los!

<input type="checkbox"/> I am between 21 and 45 years old.	<input type="checkbox"/> I possess basic understanding of English language
<input type="checkbox"/> I have experience in the area of work I am applying for	<input type="checkbox"/> I have a written record for my years of employment
<input type="checkbox"/> I am physically fit and healthy for work specified	<input type="checkbox"/> I have no alcohol or behavioural concerns
<input type="checkbox"/> I have consulted with my family and I am prepared to work in Australia for up to 9 months	<input type="checkbox"/> I have, or can get, a valid passport
<input type="checkbox"/> I do not have a Police or criminal record	

INSTRUCTIONS:

1. Complete ALL sections of the following Worker Profile.
2. Only attach the forms requested.
3. A Work Certificate stating dates of employment is required for every job (if available)
4. Dates MUST be correct and written as 'day, month & year' and correspond with dates on any Work Certificates
5. Ensure this form is at the **front** of your Worker Profile and submit to the LSU Department at SEFOPE-DNEE, Becora, Dili.
6. All information in this form must be true; **any misleading information will be considered as fraudulent and will result in disqualification from the program.**
7. A false Worker Profile may exclude you from the SWP process

****Treat this like your Job Application****

Ida ne'e atu deklara katak, wainhira susesu iha aplikasaun ne'e, ita-bot hatene ona katak sei iha kustu ruma ba prosesu aplikasaun visa nian.

"I acknowledge that I may have to incur the following costs to prepare my Visa Application should I be successful in achieving a position on the SWP":

Visa Medical: Male \$295 Female \$305	Passport: \$50 (10 days); \$75 (3 days); \$100 (1 day - urgent)	Driver License: \$25	Other:
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Aplikante asina iha ne'e

Loron/Fulan/Tinan

Applicant Signature: _____

Date: ____/____/____

Parte ne'e husik ba staff SEFOPE

Staff Name & Signature: _____

Date: ____/____/____

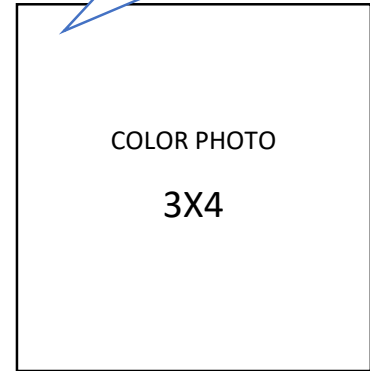


Secretariat of State for Vocational Training and Employment

Democratic Republic of Timor-Leste

SEASONAL WORKER PROGRAMME WORKER PROFILE

Aplikante nia foto Koloridu



COLOR PHOTO

3X4

Personal Details

Karta kondusaun (SIM) kareta Tau Vistu (v)

Name:	<input type="checkbox"/> Yes <input type="checkbox"/> No	Drivers Licence:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Date of Birth:	<input type="checkbox"/> Male <input type="checkbox"/> Female	Drivers Licence's No.:	
Gender:		Expiry date:	
Phone No.:		Licence Class (B & C Only):	
Additional No.:		Municipality Origin (Birth):	
Emergency No.:		Municipality Residence:	
Emergency Contact Name:		Civil status:	
Relationship:		No. of Children:	
Email:		Shoe Size:	
Facebook name:		Shirt Size:	
Passport:	<input type="checkbox"/> Yes <input type="checkbox"/> No	Pant Size:	
Passport No.:		Languages Spoken:	
Issue Date:		Weight (Kg):	
Expired Date:		Height (cm):	
Other P.:	<input type="checkbox"/> Yes <input type="checkbox"/> No	Chefe Suco Name:	
Other Passport No.:		Chefe Suco Phone No.:	
Expire Date:			
Nationality Other Passport:			

Tick which work opportunities you are applying for:

- Hospitality/Accommodation/Steward/Food & Beverage Agriculture/Horticulture/Fisheries/Forestry

Official Use Only:

Indicate why the Application has not progressed

- Incomplete Details No signature No Work References Incomplete Dates Missing attachments

Comments:

Parte ne'e husik mamuk ba staff SEFOPE



Education/Qualifications – Qualifications should reflect the job applying for

Completed Date day/month/year	Full, Correct, Course Title	Institution Name
<u>28</u> / <u>09</u> / <u>2021</u>	Ingles Course Level 2	
<u>20</u> / <u>10</u> / <u>2020</u>	Ingles Course Level 1	
<u>10</u> / <u>08</u> / <u>2019</u>	High School	

Nivel edukasaun ka kursu informal nebe ita-bot hetan ikus liu.

Loron/Fulan/Tinan ita-bot kompleta edukasaun.

Priense uluk husi risente ba kotuk. Hare izemplu priense iha leten ne'e

- Parte ne'e itabot sira Priense uluk Nivel edukasaun ka formasaun nebe ikus liu, tuir fali sira seluk nebe depois.
- Priense iha ne'e kursu nia naran ho los!

Hakerek Naran Institusaun / Eskola / Sentru Treinamentu

Relevant Work Experience – Work Experience should reflect the job applying for

Dates including day/month/ year	Employer, Role, Work Experience, Duties, Tasks
<p>Hahu: Loron/Fulan/Tinan</p> <p><u>25</u> / <u>01</u> / <u>2020</u> to <u>29</u> / <u>09</u> / <u>2021</u></p> <p>Remata: Loron/Fulan/Tinan</p>	<p>Employer: <u>Naran empregador/Kompanhia</u> Role/Position: <u>Ita-boot nia pozisaun</u></p> <p>Duties: <u>Hakerek deskrisaun servisu ka servisu saida maka ita-bot halo.</u></p>
<p><u>13</u> / <u>01</u> / <u>2019</u> to <u>17</u> / <u>12</u> / <u>2019</u></p>	<p>Employer: _____ Role/Position: _____</p> <p>Duties: <u>Priense uluk data experiensia servisu resente ka foin lalais ne'e. Por favor hare izemplu!</u></p>
<p>____/____/____ to ____/____/____</p>	<p>Employer: _____ Role/Position: _____</p> <p>Duties: _____</p>
<p>____/____/____ to ____/____/____</p>	<p>Employer: _____ Role/Position: _____</p> <p>Duties: _____</p>



Tau Vistu (✓) ba abilidade sira nebe itabot iha.
Antez tau marka, husu ba aplikante sira hodi
buka kompriende sentidu/signifikante husi
abilidade sira ne'ebe hakerek iha karaik ne'e.

Skills Assessment Please tick (✓) the skills you have

Horticulture	Hospitality	Driving
<input type="checkbox"/> Picking tree fruit <input type="checkbox"/> Picking root vegetables <input type="checkbox"/> Picking leafy vegetable <input type="checkbox"/> Harvesting grains <input type="checkbox"/> Picking shrub fruit <input type="checkbox"/> Ploughing <input type="checkbox"/> Digging (trenches) <input type="checkbox"/> Grazing livestock <input type="checkbox"/> Fertilizing <input type="checkbox"/> Tilling <input type="checkbox"/> Digging (trenches) <input type="checkbox"/> Sampling soil <input type="checkbox"/> Chipping <input type="checkbox"/> Planting <input type="checkbox"/> Caring for seedling <input type="checkbox"/> Sorting (fruit/vegetable) <input type="checkbox"/> Packing (fruit/vegetable) <input type="checkbox"/> Spraying crops <input type="checkbox"/> Cutting plants Other _____	<input type="checkbox"/> Cleaning <input type="checkbox"/> Cook <input type="checkbox"/> Washing <input type="checkbox"/> Customer Service <input type="checkbox"/> Hosting <input type="checkbox"/> Bar Service <input type="checkbox"/> Barrister <input type="checkbox"/> Gardening <input type="checkbox"/> Maintenance <input type="checkbox"/> Other _____	<input type="checkbox"/> Car <input type="checkbox"/> Tractor <input type="checkbox"/> Truck <input type="checkbox"/> Forklift <input type="checkbox"/> Boat <input type="checkbox"/> Mechanic work <input type="checkbox"/> Other _____
<p>Other: iha parte ne'e, itabot bele aumenta tan abilidade seluk nebe ita-bot iha, maibe la-hakerek iha lista sira iha leten ne'e.</p>		
Agriculture	Fisheries	Other
<input type="checkbox"/> Milking cows <input type="checkbox"/> Raising cattle <input type="checkbox"/> Raising pigs <input type="checkbox"/> Raising chicken & eggs <input type="checkbox"/> Meat Processing <input type="checkbox"/> Other _____	<input type="checkbox"/> Coastal Fishing <input type="checkbox"/> High sea fishing <input type="checkbox"/> Raising seafood <input type="checkbox"/> Other _____	<input type="checkbox"/> Customer service <input type="checkbox"/> Plumber <input type="checkbox"/> Supervise staff <input type="checkbox"/> Team Leader <input type="checkbox"/> Mechanical <input type="checkbox"/> Electrician <input type="checkbox"/> Other _____

Personal Qualities (reasons why we should choose you)

Additional Skills, Attributes and Personal Statement
(e.g. specific machine operation, forklift licence, teamwork, trade skills, personal statement of your abilities & attitudes)
<div style="border: 2px solid blue; border-radius: 20px; padding: 10px; margin: 20px auto; width: 80%;"> <p>Parte ne'e IMPORTANTE tebes!</p> <p>Kualidade Pesoa: Uza lingua Ingles, itabot hakerek iha ne'e, razaun saida maka empregador sira tenki hili itaboot? Itaboot iha kualidade adisional saida?</p> <p>PROMOVE ita-bot nia ann!</p> </div>



Iha parte sei koalia konaba itabot nia saude en-jeral.
 Tau Vistu (✓) ba kaixa. (Fair=Naton/Sufisiente;
 Good=Diak; Excellent=Diak los; Yes=Sim; No=Lae).

General Health

General Fitness:	Fair <input type="checkbox"/>	Good <input type="checkbox"/>	Excellent <input type="checkbox"/>
Medical Conditions:	Smoker: Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Diabetes	Diabetiku Yes <input type="checkbox"/>	No <input type="checkbox"/>	
High blood pressure	Tensaun As <input type="checkbox"/>	No <input type="checkbox"/>	
Low blood pressure	Tensaun Tun <input type="checkbox"/>	No <input type="checkbox"/>	
Asthma	Iha Asma Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Heart disease	Moras Fuan <input type="checkbox"/>	No <input type="checkbox"/>	
Cholesterol	Kolesterol Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Other	Iha moras seluk tan, hakerek iha ne'e		
Do you drink Alcohol?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
How often?	Occasionally <input type="checkbox"/>	Weekly <input type="checkbox"/>	Daily <input type="checkbox"/>

Do you wear glasses	Yes <input type="checkbox"/>	Tau Oklu?
Do you use a Hearing Aid		Tau ekipamentu hodi ajuda rona?
Difficulty climbing steps		Iha difikuldade sae eskada?
Difficulty concentrating		Iha difikuldade atu konsentra?
Have you been convicted or charged or investigated for breaking the law?		Karik (pernah) kondenadu ona ka hetan investigasaun tamba kontra ona lei ruma?
Have you overstayed a visa, been refused entry, a visa or deported from a country?		Karik (pernah) hela liu tempu visa nian ka rejenta atu tama ka hetan deportasaun husi nasaun ruma? ona ka hetan investigasain tamba kontra ona lei ruma?
Do you have any outstanding Court Orders?		Karik ita-bot hetan ordem judicial ruma nebe'e pendente ka ita-bot sei presiza kumpre?
Have you or any Family participated in Seasonal Worker Programme?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
		Karik itabot ka ita nia familia ruma partisipa ona iha programa SWP?

Dala hira? Tau vistu (✓): Kadavez, Kada Semana, Loron-loron

Fo hela ema nian rua nia detaillu iha karaik ne'e, atu ema sira ne'e bele halo referensia ka rekomendasaun konaba itabot nia experiensia servisu ka karater ka treinamentu ruma!

Character Referees:

Name:	Name:
Position:	Position:
Phone:	Phone:
Email:	Email:

Husik mamuk parte ne'e tomak ba staff SEFOPE

<i>Official Use Only:</i>	
Physical Assessment & Fitness Test Result	A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/>
Run:	Push Ups:
Sit and Reach:	Colour Blind: Yes <input type="checkbox"/> No <input type="checkbox"/>
English Assessment Test Result	A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/>



Ba faze ne'e, sei laiha problema wainhira ita-bot seidak iha pasaporte. Bele Prepara depois hodi bele mai kompleta.

NOTE:

Aneksu DEIT dokumentu sira iha lista ne'e!

ONLY attach photocopies of the following documents:

Tau Vistu (✓) ba lista dokumentu nebe'e itabot prepara no aneksa ho prefil ne'e!

Document	Tick		Tick
1. Copy of your Passport data page		2. Copies of any Work Certificates showing employment dates	
3. Copy of your Training Certificates		4. Copy of Birth Certificate	
5. Copy of Drivers Licence (if have one)		6. Copy of Electoral Card	
7. Fixa de Familia (Family Card)		8. Declaração Residência husi Chefe Suco	

Esplikasaun kona-ba klassifikasaun rezultadu teste inglês no fitness (Fiziku).

Explanation of Classification for English & Fitness Test Results

English	Fitness
A = Intermediate and above	A Run 60+ laps (male) 50+ laps (female) Push-up 30+ (male) 20+ (female) Sit & reach 10+
B = Elementary to Pre-intermediate	B Run 50+ laps (male) 30+ laps (female) Push-up 30+ (male) 15+ (female) Sit & reach > 5
C = Beginners to Low-Elementary	C - FAIL

Husik mamuk parte ne'e ba asinatura husi Diretor DNEE hodi halo aprovasaun!

Approved by:

 Filomeno Soares
 Diretor Nacional Emprego Exterior
 Date: ____/____/____