



**LETSEMA LEARNERSHIP  
2017 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: 31 August 2016**

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"/>	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 2017												
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 2016**, you should assume that your application was **NOT** successful*



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<b>I DECLARE THE FOLLOWING</b>	<b>TICK (✓)</b>
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 2017	
I have a minimum of 50% in English <b>AND</b> a minimum of 50% in Accounting <b>OR</b> a minimum of 50% in Mathematics <b>OR</b> a minimum of 60% in Maths Literacy	
I am <b>NOT</b> currently registered as a student (part or full-time) at a tertiary institution	
I do <b>NOT</b> have a criminal record or pending criminal cases	
I have a clear credit record	
I do <b>NOT</b> know of any reason that will prevent me from attending all the required training sessions	
I do <b>NOT</b> 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 2017)	
I have <b>NOT</b> participated in a previous learnership	

<b>RULES FOR APPLICATION</b>	<b>TICK (✓)</b>
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 <b>MUST</b> 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 <b>NOT</b> 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 2017 to December 2017 will <b>NOT</b> be considered	
7. Applicants <b>MUST</b> be unemployed and under the age of 35 years as at 1 February 2017	
8. Applicants <b>MUST NOT</b> have any pending employment offers	
9. Successful applicants <b>MUST</b> be available to commence learnership on 1 February 2017	
10. Successful applicants will be placed near to the address provided on this application form. <b>NO TRANSFERS</b>	
11. Applicants <b>MUST</b> 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 the 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	33 Hoofd Street, Braampark, Forum 5, Floor -1	086 574 6992	Letsema.jhb@kelly.co.za
Midrand	33 Hoofd Street, Braampark, Forum 5, Floor -1	086 295 5204	Letsema.midrand@kelly.co.za
Pretoria	5th Floor Cnr Hilda & Burnette Street, Hatfield Plaza	086 574 7584	Letsema.pta@kelly.co.za
Durban	1 on Langford Street, Block B, 2nd Floor, Westville, Durban	086 574 6997	Letsema.kzn@kelly.co.za
Cape Town	No 34, Bree Street, The Terraces, 13th Floor, Cape Town	086 574 7001	Letsema.cpt@kelly.co.za
Port Elizabeth	Metropolitan Office Park, Block C, 1st Floor, Greenaches, Port Elizabeth	086 574 7006	Letsema.pe@kelly.co.za
East London	No 5, Derby Road, Berea, East London	086 574 7004	Letsema.el@kelly.co.za
Bloemfontein	67 Kellner Street, Kellner Park, Unit 18, 2nd Floor, Westdene, Bloemfontein	086 240 9944	Letsema.bloem@kelly.co.za
Kimberley	67 Kellner Street, Kellner Park, Unit 18, 2nd Floor, Westdene, Bloemfontein	086 574 7586	Letsema.kim@kelly.co.za
Klerksdorp/ Potchefstroom	Cnr Barrage & Rossini Boulevard, Shop 142A Vaal Mall, Vanderbilpark	086 574 7587	Letsema.klerk@kelly.co.za
Rustenburg	Cnr Hilda & Burnette Street, Hatfield Plaza, 5th Floor	086 574 7589	Letsema.rust@kelly.co.za
Polokwane	Unit 1, 6 Hans Van Rensburg Street, Polokwane	086 574 7590	Letsema.limp@kelly.co.za
Nelspruit	The Pinnacle Building, 3rd Floor, 1 Parkin Street, Nelspruit	086 240 9992	Letsema.nelspruit@kelly.co.za
Witbank	The Pinnacle Building, 3rd Floor, 1 Parkin Street, Nelspruit	086 295 5048	Letsema.witbank@kelly.co.za