



**LETSEMA LEARNERSHIP
2019 APPLICATION FORM
BANKING SERVICE ADVICE LEARNERSHIP**



**NO FEES WILL BE REQUESTED FROM YOU THROUGHOUT THE APPLICATION PROCESS
THE BANKSETA WELCOMES APPLICATIONS FROM PERSONS WITH DISABILITIES**

(Applicants must be able to attend formal ACADEMIC training and will be responsible for their own transport to and from the training venues)

Closing Date: 31 August 2018

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"/>	RUSTENBURG	<input type="checkbox"/>	CAPE TOWN	<input type="checkbox"/>
BLOEMFONTEIN	<input type="checkbox"/>	KLERKSDORP/ POTCHEFSTROOM	<input type="checkbox"/>	RICHARDSBAY	<input type="checkbox"/>	MATATIELE	<input type="checkbox"/>	LUSIKISIKI	<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

If yes, KM? _____

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 2019	
Do you have a permanent disability?	Yes	No	If Yes, specify disability and attach a certificate:							

PLEASE PROVIDE VALID CONTACT DETAILS TO AVOID BEING DISQUALIFIED

Complex number and name																
Street number and name																
Residential Suburb				City/Town												
Name of municipality				Province												
Mobile 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	<input type="checkbox"/>	School/University	<input type="checkbox"/>	Family/Friend	<input type="checkbox"/>
Someone in the Banking sector	<input type="checkbox"/>	Community Centre	<input type="checkbox"/>	Other, specify _____	
Social Media	<input type="checkbox"/>	Radio Station	<input type="checkbox"/>		

Please Note:

*If you have **NOT** been contacted for an interview by the **15th of December 2018**, 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 2019	
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 2019)	
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	
• (Matric statement of results will only be accepted if accompanied by an affidavit with valid reason)	
• 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 disqualified	
6. Applicants involved in other studies or planning to study from January 2019 to December 2019 will NOT be considered	
7. Applicants MUST be unemployed and under the age of 35 years as at 1 February 2019	
8. Applicants MUST NOT have any pending employment offers	
9. Successful applicants MUST be available to commence learnership on 1 February 2019	
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
- **and confirm that I have not already completed the NQF Level 5 Certificate in Banking Service Advice qualification.**

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 as part of the placement process in a potential position of trust or handling cash

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 and could potentially affect my application for successful placement

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
Klerksdorp/ Potchefstroom	33 Hoofd Street, Braampark, Forum 5, Floor -1	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
Witbank	5th Floor Cnr Hilda & Burnette Street, Hatfield Plaza	086 574 7584	Letsema.witbank@kelly.co.za
Nelspruit	The Pinnacle Building, 3rd Floor, 1 Parkin Street, Nelspruit	086 574 6995	Letsema.nelspruit@kelly.co.za
Matatiele/Lusikisiki	33 Hoofd Street, Braampark, Forum 5, Floor -1	086 476 6212	Letsema.EC@kelly.co.za
Richardsbay	1 on Langford Street, Block B, 2nd Floor, Westville, Durban	086 574 6997	Letsema.kzn@kelly.co.za