Request for Work Experience Placement

(All future correspondence will be via email. Please ensure your email address is clear, correct and regularly checked).

Student details

Student Name: _____ Mobile Phone: _____

Student Email: _____

Date of Birth __/__/____ Year 10 11 12 (please circle)

Emergency Contact Details

Contact Name: _____ Relationship: _____

Emergency Contact Telephone Number: _____

Careers Adviser Details

Careers Advisor: _____ Telephone Number: _____

Email Address: _____

School Details

School Name & Address: _____

School Telephone Number: _____

Placement Details

It is very important that your school has approved the dates you select – once placed you are unable to change your dates.

Placement dates: __/__/____ to __/__/____ or __/__/____ to __/__/____

Students can work at up to three sites/teams during a week-long placement. Please tick up to 5 options from below that you would like to be assigned to and every effort will be made to place you in your preferred selections.

	Elizabeth Bay House		Elizabeth Farm		Hyde Park Barracks Museum
	Justice & Police Museum		Museum of Sydney		Susannah Place Museum
	Rouse Hill House & Farm		Vaucluse House		Curatorial/Collections

Signed: _____ Date: __/__/____

(Student)

Application Details

Please ensure the following documentation is completed and submitted with this application:

1. A separate statement outlining why you have applied for a work experience placement with Sydney Living Museums and what you hope to achieved during this time
2. A brief resume including your personal details, and any relevant skill, interests, hobbies etc.
3. A copy of your school placement record form.

Post this application form together with documents listed above to:

Recruitment & Training Officer, Human Resources Sydney Living Museums, The Mint 10 Macquarie Street Sydney NSW 2000