

Statement of Service Form

IMPORTANT INFORMATION

This form must be completed by the employer (not applicant).

This form is used to show that you meet the work experience in Queensland requirement. If you had more than one employer during the 3 or 6 month qualifying period, then each employer will need to fill out one of these forms.

Provide a short, 3–4 sentence description about your company/business:

EMPLOYER'S BUSINESS DETAILS

ABN:

How long has this business been operating?:

Business name:

Trading name (if applicable):

How long has the business been operating at these premises?:

Parent name of business (if applicable):

Address where applicant is employed:

List other locations for this business:

Office phone number:

Email address:

Web address:

EMPLOYEE DETAILS

Employee name:

Position and occupation (eg Project Officer (civil engineering)):

Employment start date (dd/mm/yyyy) or provide an outline of their employment history if there have been changes:

How long is the position available to the employee?:

Is the position:

Full-time Part-time Casual

Temporary

Employment end date (if applicable):

List employee's key duties and any additional information to support your employee (4 dot points):

EMPLOYER DECLARATION

Employer to sign (not applicant).

Signature:

Date of signature (dd/mm/yyyy):

Name of person signing:

Position within business:

Signatory phone and email:

PRIVACY STATEMENT

Migration Queensland is collecting information on this form to determine the applicant's eligibility for Queensland Nomination. This information will only be accessed by authorised employees within the agency. Some information may be given to other Queensland or Australian Government agencies for the purpose of assessing the application or to assist the applicant to successfully settle in Queensland. Personal information will not be disclosed to any other parties without the applicant's consent unless authorised or required by law.

INTERACTIVE FORM

This is an interactive form. Once electronically completed please save (do not scan).