



Year 10 Work Experience Application Form

Work experience placements provide students with an understanding of the work environment and structure whilst broadening their experience and understanding of career opportunities.

Melton City Council offers opportunities to learn within a range of Council departments to aid students in making informed choices about their futures, as well as offering insights into Local Government and specific areas of interest.

How to Apply

Please complete this form if you are interested in undertaking your work experience placement with Melton City Council and send form to careers@melton.vic.gov.au

Personal Details

Name	<input type="text"/>
Address	<input type="text"/>
Phone	Home: <input type="text"/> Mobile: <input type="text"/>
Date of Birth	<input type="text"/>
Email Address	<input type="text"/>
Emergency Contact Details	Name: <input type="text"/> Phone Number: <input type="text"/>

School Details

Name of School	<input type="text"/>
	<input type="text"/>
Work Experience Coordinator Details	Name: <input type="text"/> Phone Number: <input type="text"/>

Placement Details

Proposed Placement Dates: ___/___/___ to ___/___/___
(Where possible, please provide a date range in order to help us accommodate placements)

Please outline why you are interested in work experience with Melton City Council and what you hope to gain from your experience:

Please select the area you are interested in undertaking placement with. We will do our best to provide the most appropriate placement possible for you:

- Corporate Services (Finance/Accounting, IT, Events, Human Resources, Risk & Performance)
- Legal & Governance
- Sport & Recreation
- Infrastructure Planning
- Engineering
- Youth Services
- Community Care

If you are interested in work experience with our Library Services, please email libraryschoolyears@melton.vic.gov.au

Placement Needs

Melton City Council welcomes students from all backgrounds and with all abilities. If you have any special needs to you would like us to be aware of, please include details in your covering email.

We do our best to accommodate reasonable adjustments to our program.

Student Signature _____

Date _____

Work Experience
Coordinator Signature _____

Date _____

The information provided on this form is for the administration of Work Experience Arrangements by Melton City Council only and is not used for any other purpose.