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| **applicant’s full name: …………………………………………………………….** | **For Internal Use Only:**  **File No: BOE-1MM/** |
| **Section 7: Details of practical mining experience** | |
| **Note:** This document forms part of the application form for a First Class (Metalliferous) Mine Manager’s Certificate of Competency | |

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| Attach a separate Curriculum Vitae (Resume) showing, in chronological order, where you have worked and what work you performed in each position  Complete and attach a detailed Work History Summary. |

**Please read these instructions before completing the Work History Summary**

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| At least 3 years’ mining experience, of a nature and standard acceptable to the Board, in and around an underground mine, of which –  at least 2 years’ underground mining activity is in a metalliferous mine, including –  at least 9 months directly involved in face operations, including –  (a) at least 16 weeks directly involving work in mine development or stoping, with personal experience in the handling and use of explosives, and  (b) at least 10 weeks’ experience in at least 2 of the following –   * ground support systems * transport of ore, waste, supplies and equipment * stope preparation and filling * shaft maintenance.   at least 9 months having been a front-line supervisor in direct control of and instructing a team of people engaged in mining activities in an underground mining situation, including directly controlling the mine physical environment |

The Board of Examiners needs to be assured that you are capable of performing the role of underground manager for which a First Class Mine Manager’s Certificate of Competency for Underground Metalliferous Mines is required. An important part of their considerations is an assessment of your practical work experience and the ability to verify your work experience. The Board of Examiners needs to be comfortable that your experience and expertise is sound before granting a Certificate of Competency.

The information that you write about your work experience provides the Board of Examiners with information to make a judgment on your suitability. It is therefore important that you provide evidence to show that you are experienced and can do the job. The most important aspect of providing written evidence is through actual specific examples of what you have done, the equipment that you have used, the “date from” and “date to” on that type of work and the location in the mine in which you worked.

Providing job titles alone is not acceptable evidence.

Information provided may be cross-checked and the provision of any fraudulent information may result in the application being rejected.

| **Work History** | | | | |
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| **Clearly demonstrate the types and timeframes set out below** | **Date**  **From** | **Date**  **To** | **Details of Experience (Include details of mine and employer)**  **Note: If experience has to be verified by more than one Underground Mine Manager or SSE, each much sign and provide contact details.** | **Name, contact number, and Signature of Underground Mine Manager or SSE (or similar position) verifying work history for each mine where you have worked** |
| At least a **total of 3 years** mining experience in and around an underground mine, including: |  |  |  |  |

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| **Clearly demonstrate the types and timeframes set out below** | **Date**  **From** | **Date**  **To** | **Details of Experience (Include details of mine and employer)**  **Note: If experience has to be verified by more than one Underground Mine Manager or SSE, each much sign and provide contact details.** | **Name, contact number, and Signature of Underground Mine Manager or SSE (or similar position) verifying work history for each mine where you have worked** |
| **At least 2 years** underground mining activity in a metalliferous mine, including: |  |  |  |  |
| **Prescribed Category**  **At least 9 months directly involved in face operations. Included in these 9 months, you must demonstrate:** | | | | |
| **At least 16 weeks directly involving work in**   * Mine development or stoping * Detail personal experience in handling and use of explosives |  |  |  |  |
| **At least 10 weeks experience in**  **at least 2 of the following**:   * Ground support systems * Transport of ore, waste supplies and equipment * Stope preparation and filling * Shaft maintenance |  |  |  |  |

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| **Clearly demonstrate the types and timeframes set out below** | **Date**  **From** | **Date**  **To** | **Details of Experience (Include details of mine and employer)**  **Note: If experience has to be verified by more than one Underground Mine Manager or SSE, each much sign and provide contact details.** | **Name, contact number, and Signature of Underground Mine Manager or SSE (or similar position) verifying work history for each mine where you have worked** |
| **Prescribed Category**  **At least 9 months front line supervision in:** | | | | |
| * direct control of and instructing a team of people engaged in mining activities in an underground mining situation, for example: * drilling and blasting * development * shaft sinking   and including  direct control of mine physical environment, for example   * ground support * ventilation * rock mechanics |  |  |  |  |