

**Republic of Mauritius**

**Ministry of Labour, Human Resource Development and Training**



**Application Form for Employers**

**Name of Company**: ……..…………..……………………………………................

**Address**: ………………………………….……….…………............................................................

**Telephone Number**: ………………………….………….………………………………………………………

**Fax Number**: ………………….………………….………….………………………………………………………

**Email address**: ………………..………………….……….………………………………………………………..

**Website**: …………………………………………….………………….……………………………………………..

**Name of Contact Person**: …..……………….……………….………………..................................

**Designation of Contact Person**: .………….…………........................................................

**Company Incorporation No.**: ..…………….………………………………………………………………..

**BRN No.**: ……………………….………………………………………………………………………………………

**Date of Incorporation: …….**……………………………………………………………………………………

**Economic Sector**: …………..……………………………………………………………………………………..

**Business Activities of Company**: ….……………………………………………………………………….

|  |  |  |
| --- | --- | --- |
|  | **Details of Course under DTP** | |
|  | **Name of Course** |  |
|  | **Level of Course** | Diploma Degree |
|  | **Name of Tertiary/ Training Institution** |  |
|  | **Duration of Course** |  |
|  | **Start and completion dates of Course** | Start Date: …………..……………………………………….  Completion Date: ………………………………………… |
|  | **Cost of Course** | Cost per Semester- Rs …………………………………  Cost per year - Rs ……………………………….. |
|  | **Entry Requirements for the Course** |  |
|  | **Number of Trainees enrolled for the Course** |  |
|  | **Number of days per week to be spent at the Training institution and at the company** | At the Training institution: …………………………..  At the company:.………………………. |
|  | **Weightage of the** **Marking Scheme (%)** | Tertiary Institution ……….  Work Placement ………. |
|  | **Job occupation in which trainees will be placed** |  |
|  | **Name and Designation of Mentor** | Name: ……………….………………………………………….  Designation: …………………………………………………. |
|  | **Why are you enrolling trainee/s in DTP?**  **……………………………………………………………………………………………………………………………**  **……………………………………………………………………………………………………………………………**  **……………………………………………………………………………………………………………………………** | |
|  | **Why are you choosing the selected course?**  **………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………** | |
|  | **Is there a demand for jobseeker with this profile in your company?**  **……………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………..** | |
|  | **Please specify the mode of selection of trainees**   |  |  |  | | --- | --- | --- | | **Category** | **Please tick** |  | | From the database of the Ministry |  |  | | Through direct recruitment (e.g. Advert) |  |  | | Existing employees |  |  | | |

List of documents to be uploaded when registering as an employer on [www.mauritiusjobs.mu](http://www.mauritiusjobs.mu):

* Filled in Application Form for DTP
* Business Registration Card
* Certificate of Incorporation
* Copy of Registration of the Tertiary Institution with TEC/MQA
* Copy of Accreditation of Course with TEC/MQA
* Copy of Course Structure

**I declare that the information submitted above is true and correct and I undertake to select trainees in a fair and transparent manner and to recruit them after completion of course.**

**Name: …....……………………………………………………….…..**

**Designation: ………………………….……………………………..**

**Signature:……………………………………………………………..**

**Telephone No: ……………………………………………………...**

**Fax No: ………………………………………………………………….**

**Email address: ………………………….…………………….……..**

**Date: ……………………………………….…………………….………**