

# BAKERS

## TRADE RECOGNITION PROGRAM

## HOW TO APPLY

To gain a Certificate of Recognition as a Bread Baker, Pastry Cook or Bread Baker and Pastry Cook you will need to submit an application to the Food & Beverage Development Fund Bakers Trade Recognition Committee (BTRC) to enable the Committee to assess your trade experience and qualifications.

Once approved by the BTRC your formal Certificate of Recognition will be issued by the Training and Skills Commission (T&SC) through Traineeship and Apprenticeship Services.

### To apply you must satisfy one of the following criteria:

- Minimum of 6 years experience as a Baker with no formal qualifications (working minimum of 20 hours per week) *OR*
- Hold a Certificate III Retail Baking (Bread) plus 2 years post certificate experience as a Baker (working minimum of 20 hours per week) *OR*
- Hold a Certificate III Retail Baking (Cake & Pastry) plus 2 years post certificate experience as a Pastry Cook (working minimum of 20 hours per week) *OR*
- Hold a Certificate III Retail Baking (Combined) plus 2 years post certificate experience as a Baker or Pastry Cook (working minimum of 20 hours per week) *OR*
- Hold an overseas qualification as a Baker.

### Application Procedure

- 1 Contact Food and Beverage Development Fund for Application Forms.
- 2 Submit your application prior to 30 April or 30 October. Your application must include the following:
  - Completed Criteria for Recognition and Application forms
  - Payment of \$600 application fee *\*Fee is subject to change*
  - ID Photograph (copy of drivers license or passport)
  - Resume - including duties and tasks performed
  - Copies of relevant certificates/transcript of relevant study - i.e. Certificate III
  - Evidence - group certificates/payment summaries, written references (where possible that refers to Section 2 or 3 of the "Criteria for Recognition" form).
- 3 If required, complete a practical assessment arranged by Food and Beverage Development Fund.
- 4 Attend an interview with the Bakers Trade Recognition Assessment Panel.
- 5 If application is successful we will apply to Traineeship and Apprenticeship Services for your Certificate of Recognition as a Bread Baker, Pastry Cook or Bread Baker and Pastry Cook.
- 6 If application is unsuccessful, we will recommend the appropriate action to gain further experience or training to enable you to resubmit at a later date. There will be no additional charge to reapply (within specified time limits).

**Applications close: 30 April and 30 October of each year.**

Submit applications to:

**FOOD AND BEVERAGE DEVELOPMENT FUND SA INC**

PO Box 248, Kent Town SA 5071

P 08 8362 9066

E [info@foodandbeveragefundsau.com.au](mailto:info@foodandbeveragefundsau.com.au)

W [www.foodandbeveragefundsau.com.au](http://www.foodandbeveragefundsau.com.au)



**CRITERIA FOR RECOGNITION AS A:**

Bread Baker - Complete Section 1 & 2

Pastry Cook - Complete Section 1 & 3

Bread Baker and Pastry Cook - Complete Section 1, 2 & 3

NAME	
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**SECTION 1**

To be considered for Trade Recognition you must satisfy one of the following criteria. Please confirm your application criteria:

APPLICATION CRITERIA	✓
Minimum of 6 years experience as a Baker with no formal qualifications (working minimum of 20 hours per week)	
Cert III Retail Baking (Bread) + 2 years post certificate experience as a Bread Baker (working minimum of 20 hours per week)	
Cert III Retail Baking (Cake & Pastry) + 2 years post certificate experience as a Pastry Cook (working minimum of 20 hours per week)	
Cert III Retail Baking (Combined) + 2 years post certificate experience as a Bread Baker & Pastry Cook (working minimum of 20 hours per week)	
Overseas qualification as a Baker	

**SECTION 2**

To be considered for Recognition as a Bread Baker you must be able to perform the following tasks.

Please confirm you have the skills and experience to be able to perform the following tasks:

APPLICATION CRITERIA	✓
Produce bread dough	
Produce yeast raised products (sweet yeast including laminated dough i.e. Danish and Croissant)	
Operate a frying process (donut)	
Scale, mould and process dough	
Conduct final mould	
Conduct final proof of bread dough	
Bake bread	
Retard and/or handling of frozen dough	
Slice and packaging of bread	
Product costing and recipe reformulation	
Implement food safety program and procedures	
Understanding of Work Health and Safety and actively participate in safe work practices	
Understanding the requirements to oversee and support training of apprentices and trainees	

### SECTION 3

To be considered for Recognition as a Pastry Cook you must be able to perform the following tasks. Please confirm you have the skills and experience to be able to perform the following tasks:

APPLICATION CRITERIA	✓
Produce sponge and cake batter	
Bake sponges and cakes batter	
"Finishing" of pastries and cakes products with appropriate mediums: fondant, icing, cream, toppings	
Decorate cakes, sponges, gateaux and tortes	
Package cake slices or decorated cakes for sale	
Produce pastry	
Produce specialty pastries: choux, meringue based products, biscuits and cookies	
Form and fill pastry products: savoury and sweet pies, quiches and slices, biscuits and cookies	
Bake pastry (including blind baking)	
Slice and package pastry for sale	
Product costing and recipe reformulation	
Implement food safety program and procedures	
Understanding of Work Health and Safety and actively participate in safe work practices	
Understanding the requirements to oversee and support training of apprentices and trainees	

Note: To be considered for Recognition as a Bread Baker and Pastry Cook you must have the skills and experience to be able to perform the tasks listed in Section 2 and Section 3 above.

I have provided a true and accurate record of my experience.

Signed: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**APPLICATION FOR TRADE RECOGNITION AS A:**

☐ Bread Baker      ☐ Pastry Cook      ☐ Bread Baker and Pastry Cook

PLEASE USE BLOCK LETTERS TO COMPLETE THIS FORM	
Surname:	Given names:
Address:	
Suburb:	Postcode:
Telephone:	Date of birth:
Email:	
Country of origin:	Nationality:
Present employer (if unemployed state previous employer):	
Employer address:	
Suburb:	Postcode:
Employer telephone:	

1. Have you previously applied for recognition in the above occupation? ☐ Yes ☐ No

If yes, please supply details:

2. Have you successfully completed a period of formal training as a Baker? ☐ Yes ☐ No

If yes, please supply details details and relevant certificates:

3. Are you:

An Australian Citizen? ☐ Yes ☐ No

A Permanent Resident? ☐ Yes ☐ No

A Temporary Resident with permission to work? ☐ Yes ☐ No

4. Are you a visitor to Australia? ☐ Yes ☐ No

Date of Entry to Australia (if applicable): \_\_\_\_ / \_\_\_\_ / \_\_\_\_

I declare that the information and particulars contained in this application are true and correct and that all documents are genuine and relevant to my particulars.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

## EMPLOYMENT HISTORY

Supply details of your entire employment history

Employer name and address:	Period of employment:	Description of work inc. classification:	Supporting documentation:	
	—		Yes	No
	—		Yes	No
	—		Yes	No
	—		Yes	No
	—		Yes	No
	—		Yes	No
	—		Yes	No
	—		Yes	No
	—		Yes	No
	—		Yes	No
	—		Yes	No
	—		Yes	No
	—		Yes	No
	—		Yes	No

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