Resume

ATTACH to your application for accreditation

Before you start

Do you have a recognised registration for your category as outlined in the accreditation scheme? If so, you DON'T need to submit a resume.

Are you applying for more than one category of accreditation?

- You DON'T need to have the total numbers of years of experience required (i.e. added up for each category), provided the categories are related:
    - categories A1, A2 and A3 are related
    - categories B1, C1, C2 and C6 are related
    - categories C3, C4, C14 and C15 are related.
- You only need the number of years of experience that is the greatest for the related categories (for example, A1 requires more years of experience than A2, so as long as you meet the requirements for A1, you can apply for A1 and A2 at the same time).

What to provide

- You can use the template on the next page or your own format if you prefer.
- Provide a history of your roles and responsibilities, starting with your most recent work, which relates to the category of accreditation you are applying for.
- Make sure you cover the minimum years of recent practical experience required for your category (refer to the 'accreditation statement' available at bpb.nsw.gov.au)
- Include any work experience, such as while a trainee/ cadet, that helped you obtain the required skills/ knowledge for your category.
- Clearly indicate how your experience relates to the category you are applying for.

More information: Building Professionals Board

- Phone (02) 8522 7800
- Email bpb-accreditation@bpb.nsw.gov.au
- Online enquiry form: bpb.nsw.gov.au/contact

Resume

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Surname		Given names	

Employment start/ end dates Most recent first	**Role and responsibilities** Include developments/ projects that relate to the category of accreditation (include the address)	**How this role relates to the category of accreditation**

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