***Malcolm Frame***

***6 Braeside Street***

***Pascoe Vale Vic 3044***

***Tel: (03) 9350-5840 (Home)***

***0438 801 100 (Mobile)***

18 September 2013

**Manager**

**Australia Wide First Aid**

**Level 3**

**123 Queen Street**

**Melbourne Vic 3000**

Dear Sir/Madam,

**Re: First Aid Trainer (Full-Time)**

**Melbourne**

I am applying for the position of a permanent First Aid Trainer with Australia Wide First Aid.

I have over 4 years experience training within Correctional and Immigration Detention facilities with, my current role being a National Trainer with Serco Immigration Services.

I have a range of relevant qualifications, including:

*Certificate IV in Training and Assessment (TAE)*

*Certificate IV in Security and Risk Management*

*Certificate IV in Work Health and Safety*

*Occupational First Aid (Level 3)*

*Apply First Aid (Level 2)*

I have a broad range of experience, including managerial/supervisory, administrative, and training positions.

My experience and training makes me uniquely placed to be a valuable and productive member of the training team at Australia Wide First Aid.

I look forward to discussing my application further.

Yours faithfully,

**Malcolm Frame**