

The Language, Literacy and Numeracy indicator is conducted to assess your capabilities in the mentioned areas. This indicator is not intended to cause anxiety but is used to establish program or course options in which we can support you in completing the qualification or course.

Please fill out your name and date below:

NAME: _____

DATE: / /

Self-Evaluation

1. Speaking and Listening:

- Answer: () Sometimes I require assistance or struggle to understand what is being said.
() Normally I have no problems speaking or listening.
() I can speak and understand very well.

2. Reading:

- Answer: () Sometimes I require assistance or struggle to understand what I am reading.
() Normally I have no problems with reading.
() I can read very well.

3. Writing:

- Answer: () Sometimes I require assistance or struggle writing
() Normally I have no problems writing
() I can write very well.

4. Maths:

- Answer: () Sometimes I require assistance or struggle with maths
() Normally I have no problems with maths
() I can understand and complete maths very well.

5. John completed school two years ago and wanted a job that would allow him to travel to different countries. John is now 19 years of age and is considering a career in the High Voltage industry as a lineworker. He likes to cook meals for friends and family. He is looking at an apprenticeship and gaining training to ensure he can obtain line worker qualifications. He wants to undertake a 4-year apprenticeship to become qualified. How old is John Now?

Answer: _____

6. How old was John when he left school?

Answer: _____

7. What does John like to do for his friends and family?

Answer: _____

8. What is the duration of the apprenticeship that John wants to complete?

Answer: _____

Please review the below chart then answer the following questions

Fire Extinguisher Chart

Extinguisher		Type of Fire				
Colour	Type	Solids (wood, paper, cloth, etc)	Flammable Liquids	Flammable Gasses	Electrical Equipment	Cooking Oils & Fats
	Water	✓ Yes	✗ No	✗ No	✗ No	✗ No
	Foam	✓ Yes	✓ Yes	✗ No	✗ No	✓ Yes
	Dry Powder	✓ Yes	✓ Yes	✓ Yes	✓ Yes	✗ No
	Carbon Dioxide (CO2)	✗ No	✓ Yes	✗ No	✓ Yes	✓ Yes

9. What extinguisher can only be used on wood, paper, and cloth?

Answer: _____

10. What extinguisher cannot be used on wood, paper & cloth?

Answer: _____

11. What extinguisher cannot be used on cooking oils and fats?

Answer: _____

12. What extinguisher can only be used on flammable gasses?

Answer: _____

The table below is a basic work hour's table for a worker named Lisa. Look at the table and answer the questions below.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Commence work	7.30am	7.30am	8.00am	9.00am		8.30am	
Complete Work	1.30pm	2.30pm	4.15pm	3.45pm		12.00pm	
Total Hours worked	6 Hours						

13. In the row for TOTAL HOURS WORKED, work out the total hours worked each day, for example, on MONDAY Lisa worked 6 hours.

14. On which day did Lisa work the most hours?

Answer: _____

15. Lisa gets paid \$10.50 per hour (total hours) how much did Lisa earn on Monday?

Answer: _____

16. Which is the correct sentence:

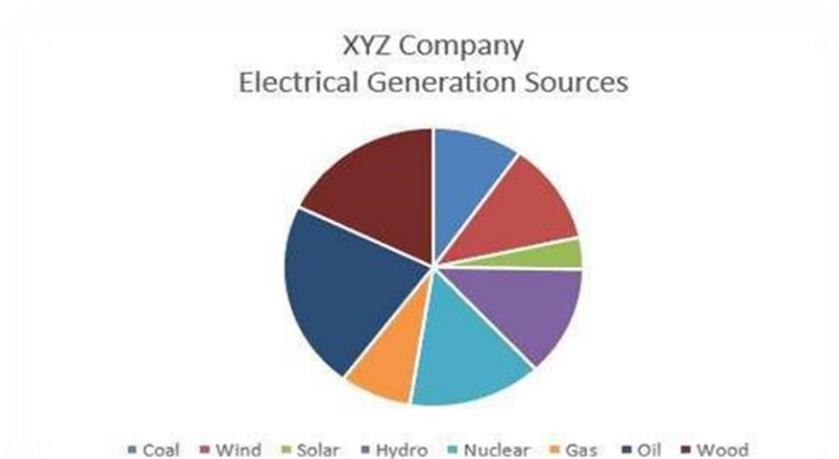
- Answer: () He gave me a hammer and I placed it in my toolbox yesterday.
 () He give me a hammer and I placed it in my toolbox yesterday.
 () He gives me a hammer and I placed it in my toolbox yesterday.
 () He gave me a hammer and place it in my toolbox yesterday.

17. Tick the THREE misspelled words

- | | | |
|----------------------|---------|--------------|
| () Transit | () | Generally |
| () Distribution | () | Beginning |
| () Acommodation | () | Availability |
| () License | () | Acquire |

() Knowledge () Bookkeeping
() Acknowledge () Achieve

18. From the below chart, which is the smallest source of electricity generation used by XYZ Company?



Answer: _____

Please read the logbook security example below:

Date	Time	Security Officer	Report Incident
13/4	1520	M. Smith	Signed in
	1720		Collected keys from Peter Delaney. Commenced patrol of George St and Brown Rd sides (fire escape door at George St hallway open). Hydraulics not working to make door close. Secured exit, called Tina to arrange repairs.
	1730		Forklift left unattended at front office, blocking access. Went inside to talk to driver

19. What was the name of the security officer?

Answer: _____

20. What time did the security officer sign?

Answer: _____

21. In your own words tell us what happened at 5.30pm

Answer: _____

22. Who will organise repairs for the door?

Answer: _____

23. You have been asked to cater for a party for 60 people. In your budget you have allowed \$11.50 per person. What is the total amount you can spend on catering for the party?

- Answer: () \$700.00
 () \$69.00
 () \$690
 () It is impossible to calculated

24. Match the text in the column on the left to its correct title in the column on the right.

You will be issued with PPE by your employer, but you don't always wear all the PPE. You will need to choose what items to use and in what situations.	Correct Storage
Working with electricity can be dangerous and we take as many precautions as possible to protect you from electric charge. PPE is used as the last line of defence to protect you from hazards.	Selecting your PPE
You should make sure that your PPE fits you correctly. You will be shown how to wear or use your PPE and you must always wear it in full when required.	Why you need protection
Your PPE should be checked after each use to make sure that it has not been damaged or soiled. Always keep your PPE in a dry place that can be accessed quickly and easily.	Wearing your PPE

Once completed please email assessment to contact@nationalciviltrain.com or hand to your trainer. This will be used to make necessary arrangement for you to be able to successfully complete your training.

End of Assessment Paper