[ SPONSOR/PILING COMPANY LETTERHEAD ]

To Executive Director PFSF & Workplace Training Centre or WH&S More Skills

[Insert name of trainee] of [trainee’s address] has been employed by [Company name] for xxxx number of years in the role/roles of [ dogman , operator etc ]. He is an experienced piling rig operator, working in this capacity for xxxx number of years. (Two years minimum required to bypass logbook component)

Due to the experience that [Name of trainee] has had with [Company name] he /she is hereby verified as competent and experienced by [Company name] with respect to the following foundation techniques and piling rigs, [list the foundation techniques and piling rigs].

[Name of trainee] is a competent piling rig operator and is able to follow company procedures safely.

It is understood that this letter of verification of [name of trainee] as an experienced piling rig operator removes the need for [name of trainee] to carry out the supervised logbook component of the training course and that the PFSF and the RTO delivering the course, [ Name of RTO[ are relying on this verification to be true and correct.

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**Piling Company Name** [Company Name]

**Piling Company ABN** [ ABN Number ]

**One Company Director and one of the following, Operations Manager, Construction Manager required for Signoff**

**Company Director** [Name]

Signature

**Operations/Construction Manager** [Name]

Signature