

# Administrative Officers'

## Employee Training and Development Education Incentive Fund



### Do you want a qualification and to build your career?

If you are an Administration Officer (AO2–AO5), you can apply for up to \$1,800 funding for a qualification relevant to your role. Completing this qualification may also entitle you to a training allowance.



**Note:** For a limited time, the funding is now available to staff from AO2 to AO6 levels and has increased to \$3,600. Scan the QR code below for updates.

### How do you apply?

- 1 Read the AO Fund Guide
- 2 Talk to your Line Manager
- 3 Choose a course
- 4 Find a training provider – we can help you do this!
- 5 Fill out an application form – scan the QR code

Scan to find out more



### Contact our team

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