



Provider Code 2001

Vanuatu Institute of Technology

## Statement of Attainment

*This is a statement that*

**Arnold WILLIAM**

*has achieved competency in these components*

Student ID  
220848

GSBF0112 Apply basic first aid

ITHP0311 Connect hardware peripherals

GSPA0312 Develop a professional attitude

BFMB0112 Develop knowledge on micro business opportunities in Vanuatu

GSHS0412 Follow workplace occupational health and safety requirements

ITSA0112 Install software applications

ITEC0411 Maintain IT equipment and consumables

ITMS0311 Maintain IT system integrity

ITOD0111 Operate a database application

ITOP0111 Operate a personal computer

ITSP0512 Operate application software packages

ITPP0212 Operate presentation packages

ITOP0311 Operate spreadsheet applications

ITPW0211 Operate word processing applications

GSPT0612 Participate in a team to achieve designated tasks

ITRR0211 Record clients support requirements

ITMT0612 Use social media tools for collaboration and engagement

ITSI0412 Use, communicate and search securely on the internet

*in partial completion of this qualification*

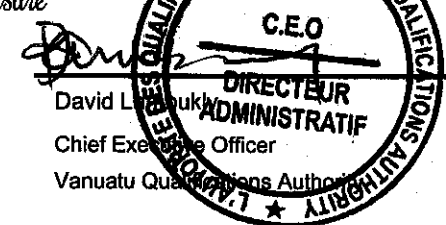
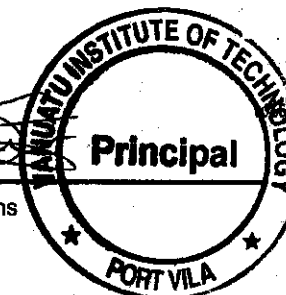
**ITCO10417 Certificate I in Computing (Computer Operations)**

issued on 22/11/2021

*without alteration or erasure*

Wade Bart Evans  
Acting Principal

Statement No. 01664



The qualification certified herein is recognised within the Vanuatu Qualifications Framework



Provider Code 2001

Vanuatu Institute of Technology



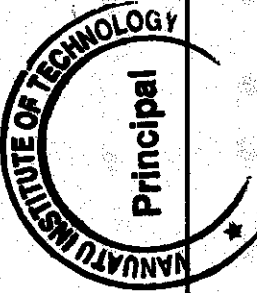
# Certificate

This is to certify that

**Arnold WILLIAM**

has fulfilled the requirements for

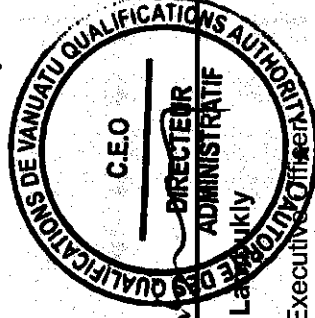
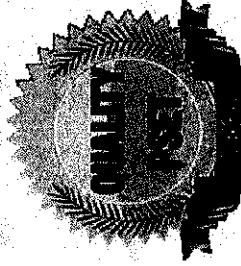
**ITCS20517 Certificate II in Computing  
(Computer Support/software and hardware)**



**Wade Bart Evans**  
Acting Principal

Certificate No. 02092

issued on Monday, 22 November 2021  
*without alteration or erasure*



**David Laurokiy**  
Chief Executive Officer  
Vanuatu Qualifications Authority

Student ID  
220848

*The Qualification certified herein is recognised within the Vanuatu Qualifications Framework*



**VANUATU INSTITUTE OF TECHNOLOGY**

PMB 9015, Fax: (78) 24825, Phone: (678) 22294 & 22295, PORT-VILA, Vanuatu

### **LEARNER STATEMENT OF RESULTS**

<b>Name:</b>	William Arnol
<b>Program:</b>	Certificate I in computing (Computer Operations)
<b>Date Conducted:</b>	01 /02 /2019 – 31/12/2019

<b>N#</b>	<b>Units of Competencies</b>	<b>Results</b>
ITOP0111	Operate a Personal Computer	Competent
ITOP0311	Operate Spreadsheet Application	Competent
ITSI0412	use, communicate and search securely on the internet	Competent
ITSP0512	operate application software packages	Competent
ITWO0211	Operate a Word Processing Application	Competent
ITMT0612	use social media tools for collaboration and engagement	Competent
BFMB0112	develop knowledge on micro business opportunities in Vanuatu	Competent
BFSP0511	Develop_and_Use_a_Savings_Plan	Pending Results
GSBF0112	Apply Basic First Aid	Competent
GSPA0312	Develop a professional attitude	Competent
GSPT0612	Participate in a team to achieve designate tasks	Competent
GSHS0412	Follow workplace occupational health and safety requirements	Competent
ITCH0311	Connect Hardware Peripherals	Competent
ITEC0411	Maintain IT Equipment and Consumables	Competent
ITMS0311	Maintain IT System Integrity	Competent
ITOD0111	Operate Data Base Applications	Competent
ITPP0212	operate presentation packages	Competent
ITRR0211	Record Clients Support Requirements	Competent

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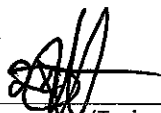
ITSA0112	install software applications	Competent
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C: Competent / Competent    PEC: Pas Encore Competent / NYC: Not Yet Competent


PR: Pending Results / REC: Resultat En Cours

Trainer Comments / Recommendations
Good results, keep it up .

Personal Attributes			
Attendance:	Good	Reliability:	Excellent
Punctuality:	Good	Personal Appearance:	Good
Initiative:	Good	Conduct:	Good

  
(Trainer)

24/11/2021  
(Date)

  
Principal  
(Acting Principal)  
24/11/21  
(Date)



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## **LEARNER STATEMENT OF RESULTS**

<b>Name:</b>	Arnold William
<b>Program::</b>	Certificate II in Computing (Computer Support/Software and Hardware)
<b>Date Conducted:</b>	03/09/2020 – 19/03/2021

<b>No.</b>	<b>Units of Competencies</b>	<b>Results</b>
1	Develop Basic Communication	Competent
2	Develop knowledge on basic mathematics using calculators	Competent
3	Follow workplace safety and procedures	Competent
4	Work and Communicate effectively in an IT environment	Competent
5	Interact with ICT clients	Competent
6	Use computer operating system and hardware	Competent
7	Maintain quality and product care	Competent
8	Care for computer hardware	Competent
9	Connect internal hardware components	Competent
10	Connect and use a home-based local wireless network	Competent
11	Detect and protect from spam and destructive software	Competent
12	Apply problem solving techniques to routine IT malfunctions	Competent
13	Repair basic computer equipment faults by replacement of modules and sub-assemblies	Competent
14	Identify and resolve network problems	Competent
15	Provide first level remote helpdesk support	Competent
16	Develop knowledge on basic bookkeeping	Competent.
17	Incorporate indigenous needs and perspectives into IT environment	Competent
18	Create a mark-up language document to specification	Competent
19	Design basic organisational documents using computer packages	Competent



# VANUATU INSTITUTE OF TECHNOLOGY

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**C:** Competent/ Competent      **PEC:** Pas Encore Competent / **NYC:** Not Yet Competent

**PR:** Pending Results/**REC:** Resultat En Cours

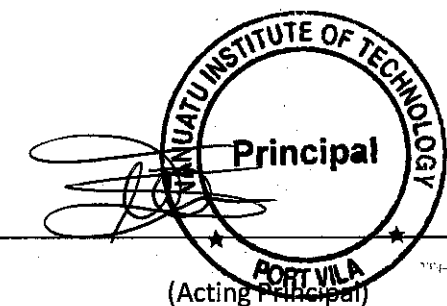
Personal Attributes	
Attendance	Good
Punctuality.	Excellent
Initiative	Excellent
Reliability	Good
Personal Appearance	Good
Conduct	Excellent

Trainer Comments/ Recommendations
<p><b>A hardworking student towards his studies - JF</b></p> <p><b>Arnold takes pride in all his work done in class, he is focused, willingness to participate and an amazing thinker - RT</b></p>

(Trainer)

24/11/21

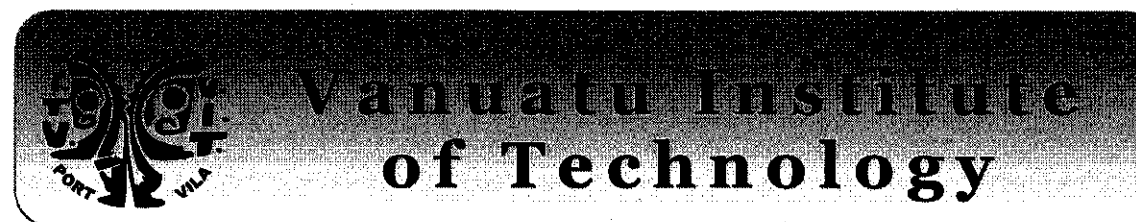
(Date)



(Acting Principal)

24/11/21

(Date)



REF: we/12/2021

Date: Wednesday 8 December 2021

## **CERTIFICATION OF ENROLMENT**

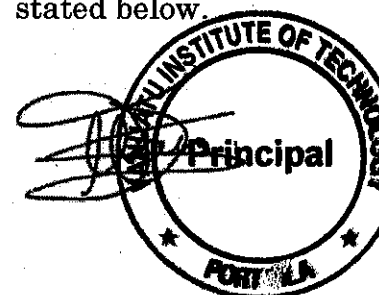
I, the undersigned, **Wade Evans**, Acting Principal of the Vanuatu Institute of Technology,

Certify that **Mr Arnold WILLIAM** has registered with the Vanuatu Institute of Technology as a full time student during 2018 and 2019 academic year.

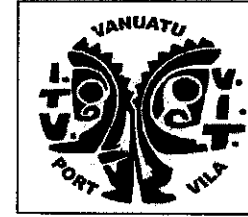
He has undertaken the following program :

- ITCO10417 Certificate I in Computing ( Computer Operation) –Semester I, 2018
- ITCS20517 Certificate II in Computing ( Computer Support/Software and Hardware)- Semester II, 2019

Should you need more information, do not hesitate to contact me in the address as stated below.



Wade Evans  
Acting Principal



## **TO WHOM IT MAY CONCERN**

16<sup>th</sup> December 2020

**Arnold William** (Certificate II in Computing (Computer Support/Software and hardware) – 2020 student, Vanuatu Institute of Technology (VIT))

I have known Arnold in my capacity as his trainer for Certificate I in Computing & Certificate II in Computing (Computer Support/Software and hardware) at the Vanuatu Institute of Technology since 2019. Certificate I in Computing & Certificate II in Computing are programs that allows for students to develop basic knowledge and skills to carry out simple tasks, solve simple problems, and communicate on the computer software, hardware and support areas. I strongly believe that he is ideally suited to take up any position in any organization based on his excellent computing skills, eager to learn new things, hard work and the high cognitive ability that he has shown. He is an intelligent, pleasant young man who has shown a lot of potential.

Should you require any further information or clarification please do not hesitate to contact me.

Thank you.

Certificate I in Computing units completed :-

1. Develop a professional attitude
2. Follow occupational health and safety requirement
3. Participate in a team to achieve designate tasks
4. Apply basic first aid
5. Operate a Personal Computer
6. Operate word processing applications
7. Operate spread sheet application
8. Communicate and search securely on the internet
9. Use social tools for collaboration and engagement
10. Operate application software package
11. Operate a database application
12. Operate a presentation package
13. Connect hardware peripherals
14. Maintain IT equipment and Consumables
15. Install software applications
16. Maintain IT system integrity
17. Record client support requirements
18. Develop and use a Savings Plan
19. Develop knowledge on Micro finance business in Vanuatu



Certificate II in Computing units completed :-

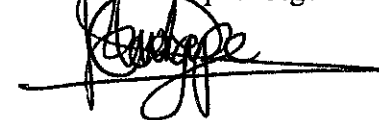
1. Develop Basic Communication Skills
2. Develop Knowledge on Basic Mathematics using Calculators
3. Follow Workplace Safety Procedures
4. Maintain quality and product care
5. Care for computer hardware
6. Connect internal hardware components
7. Detect and Protect from Spam and destructive software
8. Connect and use a home based local wireless network
9. Interact with ICT clients
10. Use computer operating systems and hardware
11. Apply Problem solving techniques to routine IT Malfunctions
12. Work and communicate effectively in an IT environment
13. Repair basic computer equipment faults by replacement of modules or sub-assemblies (Partial)

Certificate II in Computing units to be completed by Semester 1 2021:-

1. Develop Knowledge on Basic bookkeeping
2. Incorporate indigenous needs and perspectives into IT environment
3. Create a mark-up language document to specification
4. Design basic organizational documents using computer packages
5. Identify and resolve network problems
6. Provide first level remote help desk support

**The Referee:**

Name: Mr Philip George



Address: ICT Department, Vanuatu Institute of Technology, PMB 9015, Port Vila,  
Vanuatu (Telephone: 22294 or 22295)

**Phone Number & email address:** (+678) 5380514; [phpgeorges11@gmail.com](mailto:phpgeorges11@gmail.com)

**Employing Organisation:** Vanuatu Institute of Technology (VIT), Port Vila, Vanuatu.

**Position:** Trainer in Certificate I in Computing & Certificate II in Computing (Computer Support/Software and hardware), (VIT)

Mr Andrew William  
Sapi Area  
Luganville  
Santo  
Phone: +678 7342584

1<sup>st</sup> July 2021

SUB: Reference for Mr. Arnold William

Arnold has shown his commitment in supporting me in the business Locally.  
Arnold William will be graduating in August 2021 with a Certificate 2 in Computing Support in Software and Hardware.

Whilst waiting to find an appropriate Job in his Field, I had the opportunity to have him work with me.

From December 2020 to January 2021 Arnold helped me with the setting up of a small Local Business with my service Buses.

He helped me in drawing up a Business plan on Local Tour, Due to covid 19 the business were not doing well. Arnold helped with the advertisements, brochure on tours to tourist sites locally, using the knowledge and skills he has gained in his educational institution.

I find that Arnold has a Good organizational and planning skills. He also has very good computer skills. Motivated and a hardworking young man.

Arnold is a very mature boy and has been involved with youth groups in the community. He is also a mentor to a lot of the younger youth members. He has a very good communication skill. He is proactive and a very energetic gentleman.

I therefore recommend Arnold unreservedly for any Job opportunities that He may come across.

Thank you

  
Yours Faithfully  
Andrew William