

Youth Links

6th December 2021

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Apprenticeship

APPRENTICE MECHANIC

Full-Time – Fixed Term Contract (up to 4 years)

Scone/ Murrurundi

About Us

The Upper Hunter region, known as the horse capital of Australia, provides a quality rural lifestyle on the edge of the magnificent Hunter Valley wine regions and within easy range of Newcastle and Sydney. The Upper Hunter is a vibrant, thriving and friendly rural community encompassing the towns of Scone, Merriwa, Murrurundi and Aberdeen. Our pristine unspoiled landscape is picture perfect and supports many well developed equine and agricultural industries. The area boasts an extensive range of recreational activities and a full range of quality educational, cultural, social and sporting services.

About the Role

We are looking for a motivated Apprentice Mechanic to learn everything about mechanical servicing, inspections, fault diagnosis and repairs on anything from small engines, light & heavy vehicles and medium & heavy plant.

This is an outstanding opportunity for candidates to develop a dynamic and fulfilling career with a well-established organisation which supports our local community. Joining the Council Fleet team, based out of the Scone Depot, you will work under the guidance and mentorship of our experienced, passionate and talented mechanics and receive formal training through a Registered Training Organisation (RTO). Upon completion of your four-year apprenticeship, you will have earned a trade qualification that is recognised nationally.

About you

Have you completed Year 10?

- Are you a keen individual with the right attitude and attention to detail?
- Do you have a desire to learn and develop a range of new skills associated with your chosen trade?
- Do you have a passion for vehicles, engines, or the automotive industry?

Then we want to hear from you!

Closing Date

Monday 20th December, 2021 at 4pm

Enquiries and Further Information:

Give Tony (Jock) Miller, Fleet Coordinator a call on [0428 466 205](tel:0428466205) or e-mail hr@upperhunter.nsw.gov.au to discuss this exciting opportunity. Or you can just submit an application online by the closing date by clicking the "Apply" button below.

How To Apply

All applications must be submitted and the key selection criteria addressed online by the closing date by clicking "Apply for this job" or through Council's website - upperhunter.nsw.gov.au

Upper Hunter Shire Council is a progressive and caring organisation where all our employees work together to deliver quality services to support our community. Council supports and encourages career development and personal and professional growth for our employees. We also appreciate the importance of work/life balance. Benefits of working for Council include flexible work arrangements, career opportunities, a range of salary sacrifice options and rewards for performance. Council is committed to the principles of employment equity and diversity and is a smoke free workplace.

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Apprenticeship

Bright Spark Apprentice Program

Bright Spark - Apprenticeships at Ausgrid - Expression of Interest for January 2022 intake

Ausgrid is seeking expressions of interest for our 2022 Bright Spark Apprenticeship Program.

The Bright Spark program is a supportive stepping stone for success and preparation for a valuable hands-on career as a Line Worker, Cable Jointer or Electrician.

As an **apprentice**, you will learn new skills through a mix of theory and practical coursework, learn to:

- use hand and power tools to install and maintain power network infrastructure
- fabricate, assemble and dismantle utilities components
- install, maintain, repair, test, commission and diagnose and rectify faults in electrical equipment such as transformers, switchgear and control systems
- look after and maintain poles and overhead and underground infrastructure
- work on electrical metering, light, power and data circuits

In addition, you will receive paid leave to attend training with a Registered Training Organisation. Once you have successfully completed the apprenticeship you will become trade qualified either as a Line Worker, Cable Jointer or Licensed Electrician

The benefits:

- Attractive salary - earn while you learn on the job and formally through a RTO
- Receive a nationally recognised qualification
- Supportive and safe working environment
- Enjoy a nine-day fortnight
- 15% superannuation
- 16 weeks paid parental leave
- Staff club
- Health and Wellness fitness program – Fitness Passport
- Annual Flu vaccine
- Employee Assistance Program (EAP)

We are seeking diverse and talented candidates. You could be a school leaver, someone looking for a career change or have already commenced an electrical apprenticeship.

Applications close: 12 December 2021

To register your interest please click the apply button!

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Apprenticeship

APPRENTICE PLUMBER

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About the Role

We are looking for a motivated Apprentice Plumber to learn everything about pipes, service connections, sewer chokes and pumps by learning how to carry out installations, inspections, fault finding, servicing and maintenance and repairs of Council's water and sewerage schemes.

This is a unique opportunity for candidates to develop a dynamic and fulfilling career with a well-established organisation which supports our local community. Joining the Council Water Distribution team, based out of the Scone Depot, you will work under the guidance and mentorship of our experienced, passionate and talented professionals and receive formal training through a Registered Training Organisation (RTO).

Upon completion of your four-year apprenticeship, you will have earned a trade qualification that is recognised nationally.

About you

Have you completed Year 10?

- Are you a keen individual with the right attitude and attention to detail?
- Do you have a desire to learn and develop a range of new skills associated with your chosen trade?
- Do you have a passion for vehicles, engines, or the automotive industry?

Then we want to hear from you!

Closing Date

Monday 20th December, 2021 at 4pm

Enquiries and Further Information:

Give Jeremy Taylor, Water Distribution Supervisor a call on [0438 659 758](tel:0438659758) or e-mail hr@upperhunter.nsw.gov.au to discuss this exciting opportunity. Or you can just submit an application online by the closing date by clicking the "Apply" button below.

How To Apply

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1st Year Apprentice Fitter Machinist

HunterNet Group Training in partnership with Integrated Reliability Solutions are seeking an enthusiastic individual to join the team in Cardiff as an Apprentice Fitter Machinist. **Position commencing January 2022.**

Working with our host company, we are looking for a motivated individual with a strong work ethic who is interested in completing a Certificate III in Engineering – Mechanical Trade. The successful applicant will complete the apprenticeship over 4 years while gaining on-the-job experience with an industry leading company.

As an Apprentice your main duties will include:

- Demonstrate a willingness to learn and display safe practices when using hand tools, lathe equipment, milling machines and using other workshop equipment such as grinders and hoists
- Support the workshop fitters
- Conduct pump repairs
- Maintain housekeeping to a high standard
- Ensure all tools and machinery are effectively maintained and secure
- Comply with all timekeeping requirements including timesheets
- Adheres to all company policies and procedures
- Commitment to attending and completing all requirements of TAFE

What we're looking for:

- Strong mechanical aptitude
- Sound literacy and numeracy skills
- Good verbal communication and interpersonal skills
- Computer literate – experience using Word, Excel, Project and PowerPoint
- Ability to follow instructions and work effectively in a team environment
- Exceptional commitment to workplace safety
- Current driver's licence and reliable transport
- Must be an Australian Citizen or Permanent Resident
- Commitment to attending and completing all requirements of TAFE

Applicants with the following will be highly regarded:

- Completion of a pre-apprenticeship course
- White Card, WAH, MGD25 and confined space ticket

To make application for the position please send through a cover letter and resume.

As part of the recruitment process, suitable applicants will be required to complete pre-employment medical testing including drug and alcohol screening.

Due the high volume of applications we receive only successful applicants will be contacted.

HunterNet Group Training Limited engages apprentices and trainees on behalf of Hunter based employers, with the aim of achieving high quality outcomes through a partnership approach.

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Apprenticeship

Boilermaker Apprenticeship

We are seeking a first year or second year apprentice and mature age apprentice to join our team.

We are a family owned structural steel company located in the Hunter Valley. There is an opportunity available to learn a diverse range of Boilermaking from the diverse range of jobs we attract. Including but not limited to, light, medium and heavy structural steel, Pipe work, 1 off engineer designed pieces, handrails, balustrade.

You will learn to weld Fabricate and weld to client specific specifications, such as AS5131, AS1554 and ASME

Must Have:

Dedication and want to be a Boilermaker

Punctual

Current Drivers Licence

positive attitude

Wall & Floor Tiler Apprenticeship

Position available for an apprentice wall & floor tiler within a respected company.

A well trained tiler is highly sought after in the building industry.

We are looking for an enthusiastic individual to join our team in 2022.

The successful applicant should :

- have a good level of fitness
- be punctual, professional and be motivated to work and learn
- take on board instruction and feedback
- be good at mathematics and practical thinking
- have a building and construction induction card or currently applying for one.
- have a general interest in building and construction
- drivers licence and vehicle or in the process of obtaining.

Work is Mon-Fri with the occasional Sat morni

Apprentice Mechanical Fitter

An exciting upcoming opportunity exists at our Scone Plant for an Apprentice Mechanical Fitter starting early next year. We are seeking a passionate and energetic individual who is committed to providing an effective professional service. This is an opportunity to join our dynamic, exciting organisation and enjoy the benefits and satisfaction in contributing to the continued growth and success of our business along with developing & progressing your own personal career & development.

Responsibilities:

- Participate and complete the necessary on and off the job training in order to become a fully qualified electrician;
- Following safe work practices and procedures;
- Working with and under the supervision of tradespeople;
- Following all instructions from tradespeople and supervisors and
- Attend TAFE as required.

About you:

- Current apprentices considered
- Strong technical attitude;
- Demonstrated interest in the trade;
- Good communication skills;
- Organisational and time management abilities;
- Ability to work in a team environment and independently;
- Ability to work a range of shifts

Benefits include (but not limited to):

- Banking benefits with ANZ.
- Retail discounts with national partners
- Health insurance discounts on Bupa Health and Medibank Private
- Discounted staff meat purchases

What next?

If you're passionate and want to be a part of the largest meat manufacturer and producer in Australia, this opportunity may be for you. Apply now!

Careers Page: <https://careers.jbssa.com.au>



CHEFS & APPRENTICE CHEFS

About us

Medowie Social is the venue our town has been waiting for!! We are bringing great food, friendly service and a welcoming atmosphere to Medowie. We operate under the core values of Community, Integrity & Heart - we aim to incorporate these values into each decision we make within our business and encourage teamwork, inclusion and fun within the workplace. We are seeking experienced chefs and/or apprentice chefs to join our friendly team. We are offering good remuneration and a balanced roster to the right candidates.

Qualifications & experience

- CHEFS: CERT III COMMERCIAL COOKERY (OR EQUIVALENT), EXPERIENCE IN A FAST PACED ENVIRONMENT WITH PASSION, DRIVE AND PRIDE IN THEIR WORK & PRODUCT
- APPRENTICE CHEF: A KEEN INTEREST IN CHEFFING, A GOOD ATTITUDE AND WILLINGNESS TO WORK HARD, LEARN LOTS AND BE PART OF A TEAM

Tasks & responsibilities

- PREPARING, COOKING AND SERVING FOOD, CLEANING, STOCK ROTATION AND ORDERING.
- TEAMWORK, KINDNESS, ENTHUSIASM, INITIATIVE & INTEGRITY
- A WILLINGNESS TO WORK NIGHTS, WEEKENDS & PUBLIC HOLIDAYS

Benefits

- APPROACHABLE MANAGEMENT
- GREAT TEAM CULTURE
- OPPORTUNITIES TO GROW WITHIN YOUR ROLE & THE BUSINESS
- CASUAL, PART-TIME & FULL TIME ROLES AVAILABLE
- FLEXIBLE WORKING ARRANGEMENTS

Please be aware that we are adhering to NSW Government health orders and we require you to have at least one vaccination with proof of a second vaccination booked on or before 1st November 2021.

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Apprenticeship

Auto Electrical Tradesman and First Year Automotive Electrical Apprentice

Lawler Auto Electrics requires qualified Automotive Electricians for an immediate start. We are also looking to add a First Year Automotive Electrical Apprentice to our team.

We are based in Rutherford, NSW and service the Hunter Valley, Central Coast, and surrounding areas. Our business was established in 2005 and has grown based on our reputation of high work accuracy, attention to detail, and by striving to go above and beyond for our customers. We require motivated and reliable individuals who are driven by these same principles. They will possess loyalty and a work ethic to build a successful and long-term future within our company.

We offer a great variety of work throughout many industries, including road transport, mining, earth moving and construction, agricultural, RV and marine. We believe in building a positive team work environment, and offering support and above standard resources to allow for the best possible job satisfaction. We offer the flexibility and potential for either a workshop role in a purpose-built facility and/or a field service role in specially designed service vehicles.

The successful applicant for our Tradesman position will possess:

- A Certificate III in Auto Electrical with a minimum of six years industry experience
- Excellent knowledge of auto air conditioning diagnosis and repairs – current ARC license (preferable)
- Experience in auto electrical diagnostics and repairs, complete re-wire and fit out/specification work
- A sound knowledge of heavy machinery, road transport, earth moving, and commercial vehicle systems
- Experience working with engine management, electro-hydraulic, and ABS/EBS systems
- All required personal tooling
- The ability to work autonomously within a team environment
- A strong focus on working safely
- A Current C-class Driver's License

Salary Package Includes:

- Above award wage with the ability to earn in excess of \$120K/yr + Super without Night Shift or Rosters.
- A fully equipped service vehicle will also be provided.

Our Apprenticeship applicants should possess:

- A positive, professional, and mature attitude
- Ability to use initiative with a high attention to detail and desire to complete all work to the highest standard possible
- Reliability and loyalty to complete a full apprenticeship while gaining valuable experience in a team environment.
- A Current Driver's License with own transport (P to C Acceptable)

This role gives a unique opportunity to learn on the job from highly experienced tradesman on a variety of vehicles and machinery.

If you believe you possess the right qualifications, work ethic, attitude, and want to join a successful team, please direct all applications in writing to:

Krista Lawler – HR – info@lawlerautoelectrics.com.au. Applications close 30/12/2021.

Sorry, we are not in a position to sponsor overseas applicants. Australian residents only.



APPRENTICE PLUMBER

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Apprenticeship

2022 Engineering Mechanical (Fitter) Apprenticeship

What you'll be doing...

You will complete a [Certificate III in Engineering - Mechanical Trade](#) over 48 months through a combination of formal training with a Registered Training Organisation (RTO) and practical on-the-job experience with the Host Employer.

Throughout your formal training and practical experience in the workplace, you will have the opportunity to:

- Operate manual and CNC lathes and borers
- Weld, repair, assemble and maintain equipment
- Use engineering and trade hand tools
- Carry out general maintenance and general fitting work
- Clean and maintain work areas
- Assist qualified tradesmen

What you'll bring to the table...

To be successful in this role, you'll need to meet the following selection criteria:

- Ability to work as part of a team
- Commitment to both on and off the job training
- A can-do attitude and willingness to learn
- Ability to work safely and follow instructions
- Demonstrated mechanical aptitude
- Demonstrated passion for mechanical trade
- Punctual, honest and diligent
- Sound written and verbal communication
- WHS Construction Card (Whitecard)
- Drivers licence and reliable transport

What to do next

To apply for this role, click the 'Apply for this job' button and then follow the steps to complete your application. You can also apply online at www.hvtc.com.au by clicking on 'Vacancies' and selecting the relevant position, then the 'Apply Online' button at the bottom of the page.

All applications require a resume and cover letter addressing the selection criteria.

What else is involved?

After submitting your online application, you may be invited to complete online testing, interviews and pre-employment medicals. We will also contact your references if you progress through these recruitment stages. Please be sure to check your emails (including your junk folder) and respond to missed phone calls, voicemail messages and text messages.

If you have any questions about this role, please contact Pamela Wong on [02 4932 4222](tel:0249324222).

Applications close 15th December 2021



Multi-Trade Pre-Apprenticeship Course 2022

EXPRESSIONS OF INTEREST

Kick start your career in 2022 with our 3 week multi-trade pre-apprenticeship course!

Are you ready to start an apprenticeship in 2022, but haven't had the opportunity to gain relevant industry skills or experience? Then this is the opportunity for you!

HunterNet Group Training is partnering with HVTC to offer a 3 week pre-apprenticeship course that covers theory and hands on practical learning for units including electrical, mechanical and fabrication.

This course offers a work placement component and the potential opportunity to gain full time employment for the right candidates!

Units completed include:

MEM13015 Work Safely and effectively in manufacturing and engineering

MEM16006 Organise and communicate information

MEM11011 Undertake manual handling

MEM18001 Use hand tools

MEM05050 Perform routine gas metal arc welding

This course will be held in Rutherford commencing the 10th of January and will run for 3 weeks for 4 days per week, followed by work placement.

To be considered for this opportunity you must:

- Be at least 15 years old
- Have finished school
- Have a positive and 'can do' attitude
- Willing to learn new skills

If you meet the requirements for this role APPLY NOW as we are taking enrolments NOW!

For further information call us on [4925 4480](tel:49254480) or email hntgc@hunternet.com.au

HunterNet Group Training Limited engages apprentices and trainees on behalf of employers, with the aim of achieving high quality outcomes through a partnership approach.



Electrical Apprentice 1st Year - ASP Level 1 & 2

Nexus Power is a specialist level 1 and 2 ASP operating in the Upper and Lower Hunter & Central Coast region. Nexus Power's operators have over 30 years' experience in the industry, with a focus on structuring their services to meet the needs of their customers and ensuring safety in the workplace is of paramount importance at all times. Due to strong demand for their services and a desire for growth, Nexus Power is looking for a motivated and focused individual looking to start their career in the electrical construction industry to join their team as a 1st year apprentice.

The successful applicant will be involved in ASP Level 1 and Level 2 works including, but not limited to the following:

- Trenching;
- Cable jointing;
- Cable installation;
- Service connections; and
- General electrical assistance work.

The successful applicant will also have a number of future training opportunities made available to them, including a Cable Jointing Certificate and First Aid training.

To join this high performing team it is essential you have the following:

- Completed Year 12 (by the end of 2021)
- Capacity to commit to and complete a four year TAFE course
- Ability to work well in a small team environment
- Ability to follow instructions
- Willingness to learn and genuine interest in the industry
- Ability to work at heights
- Ability to work flexible hours Monday till Friday / Weekends
- Willingness to adhere to all company Policies, Procedures and legislative compliances
- A current and valid Australian Drivers Licence - Manual (highly desirable)
- A current white card (Construction)

Nexus Power is seeking a reliable, focused and team orientated individual who is committed to quality and service. The successful applicant will have a high level of initiative and awareness of workplace safety, and be willing to work to meet the needs of the business.

If this sounds like the type of role that you would be suited for, please send resume and a copy of your Year 12 trial academic transcript (or equivalent) with your application.

Applications will close on Friday 31st December 2021.

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Apprenticeship

1st year Apprentice Air-conditioning Installater

JSM Electrical & Air is a small family owned company, Most of our work is Split system & Ducted system installations in new & existing homes

Qualifications & Experience

No previous experience needed however an advantage.

Training to be qualified in cert III

Tasks

Domestic Split installations

Ducted installations

Maintenance

Responsibilities

Be ready to start immediately

Must be reliable

Must be well presented & professional

Must have great time management skills

Must be able to arrive on site each morning 6:30am
no later

Must have drivers license

Have a can do attitude, Be highly motivated & be
willing to get in and have a good go

Ability to work independently & be able to show
initiative

Must be willing to work outdoors & in roofs all year
round

Must have some sort of knowledge with tools

Uniform

Work T-shirts will be provided.

Must have work shorts & safety boots before
starting.

If this sounds like you we can't wait to hear from
you!!!!

Please forward your resume to both emails provided

jake_929@icloud.com &

sarah_hp_89@hotmail.com

Any question please call Sarah on [0432255987](tel:0432255987)

Apprentice Plumber 1st year

1st apprentice plumber needed for growing business. Based in Morisset area servicing Lake Macquarie, Newcastle and the central coast, Auswater plumbing is a small business where your work will be appreciated. Learn all aspects of your trade the right way with on going training and support with an emphasis on quality and compliant work. Work includes but not limited to new custom built homes, renovations and maintenance.

essential criteria

- current drivers license and reliable transport, or ability to get and from Bonnells bay each day
- clean police check
- hard working with a positive attitude

school leavers are encouraged to apply

all applications are encouraged, looking to trial ASAP
with a view to sign up January 2022

please send resume

to brad@auswaterplumbing.com or call [0499333923](tel:0499333923)

1st Yr / 2nd Yr Apprentice Spray Painter

We are seeking a 1st Yr or 2nd Yr Apprentice Spray Painter to join our busy panel shop.

Requirements:

- Self motivation
- Good attention to detail
- Hard-working
- Reliable
- Willing to learn
- Genuine interest in the automotive industry
- Drivers licence and own transport

Forward your resume with a cover letter referencing your interest to be contacted for the opportunity to join our team.



Apprentice Chef - Terrace Brasserie

Hospitality Training Network (HTN) is Australia's largest group employer of hospitality, tourism and food service apprentices. We are a trusted company who work with a network of highly successful businesses, restaurants and chefs to provide you with a unique opportunity to undertake a culinary career.

Apprentice Chef – about the role

As an apprentice chef, you will work alongside qualified chefs assisting in all aspects of food preparation and presentation. This position provides the opportunity to learn and build experience in a commercial kitchen environment. We are looking for a passionate individual who wants to develop knowledge in commercial cookery. Most importantly working, as an apprentice chef will give you the skills and knowledge to one day run your own kitchen!

Work Environment:

Terrace Brasserie - Terrace Brasserie is located in a Motel in Raymond Terrace, seating 60 people. The menu incorporates fresh local produce.

Apprentice Chef Responsibilities:

- You will learn the tricks of the trade and work with bigger quantities of food and a variety of seasonal ingredients
- Help prepare and cook dishes while training to be a full-time qualified chef
- Clean, maintain and store kitchen equipment appropriately
- Under supervision, you will operate kitchen equipment such as mixers, choppers, fryers, steamers and learn different knife and cooking techniques

Apprentice Chef Skills:

- Demonstrates good communication with energy and enthusiasm
- Seeks out opportunities to learn
- Demonstrates awareness and listens to feedback
- Recognises and respect relevant kitchen policies
- Shows initiative, flexibility & curiosity

Eligibility

To be eligible to work as an apprentice or trainee in NSW you must either have:

- Australian Citizenship
- Australian Permanent Residency
- New Zealand Passport Holder residing in Australia for more than six months
- Basic Knife Skills would be a great advantage

This position would also be suitable for individuals interested in cooking, kitchen hand and hospitality.



Apprentice Hairdresser 1st or 2nd Year - Crowne Plaza Hunter Valley

Hospitality Training Network (HTN) is Australia's largest group employer of hospitality, tourism and food service apprentices and trainees. We are a trusted company who work with a network of highly successful businesses, restaurants and chefs to provide you with a unique opportunity to undertake your career.

Apprentice Hairdresser 1st or 2nd Year - Certificate III in Hairdressing

As an Apprentice Hairdresser you will gain a range of hands on experience and skills within the workplace whilst completing a Certificate III in Hairdressing.

Work Environment:

Ubika Day Spa -Ubika Spa Hunter Valley is a refreshing sanctuary set in the Crowne Plaza, in the heart of the Hunter Valley Wine Country. Using premium, natural products from Eminence, their experienced beauty therapists and qualified hair technicians will nourish your body and leave you with a healthy, radiant glow.

Due to the location of the position a Drivers Licence is required.

Apprentice Hairdresser Requirements:

- Outstanding customer service and interacting with team and salon guests.
- Willing to learn and ask questions
- Have a respectful demeanour and a good attitude
- Prepare tools and equipment for services

Eligibility:

To be able to work as an apprentice or trainee in NSW you must either have:

- Australian Citizenship
- Australian Permanent Residency
- New Zealand Passport Holder residing in Australia for more than six months

If you have already commenced your Apprenticeship you are encouraged to apply!



Apprentice Chef - Eats @ Club Lemon Tree

Hospitality Training Network (HTN) is Australia's largest group employer of hospitality, tourism and food service apprentices. We are a trusted company who work with a network of highly successful businesses, restaurants and chefs to provide you with a unique opportunity to undertake a culinary career.

Apprentice Chef – about the role

As an apprentice chef, you will work alongside qualified chefs assisting in all aspects of food preparation and presentation. This position provides the opportunity to learn and build experience in a commercial kitchen environment. We are looking for a passionate individual who is wanting to develop knowledge in commercial cookery. Most importantly working as an apprentice chef will give you the skills and knowledge to one day run your own kitchen!

We are looking for Apprentices at all stages of their apprenticeship, if you have commenced you are highly encouraged to apply!!

Work Environment:

Eats @ Club Lemon Tree - Club Lemon Tree is located in the town of Lemon Tree Passage on the Tilligerry Peninsula in beautiful Port Stephens. Club Lemon Tree is a common place for bowlers, boaties, fisherman and families to relax and enjoy some great food and entertainment after a day in the sun.

The wonderful Club Lemon Tree Bistro offers beautiful a-la-carte dining for your lunch or dinner needs.

Due to the location of the position a drivers licence is required.

Apprentice Chef Skills:

- Demonstrates good communication with energy and enthusiasm
- Seeks out opportunities to learn
- Demonstrates awareness and listens to feedback
- Recognises and respect relevant kitchen policies
- Shows initiative, flexibility & curiosity

Eligibility

To be eligible to work as an apprentice or trainee in NSW you must either have:

- Australian Citizenship
- Australian Permanent Residency
- New Zealand Passport Holder residing in Australia for more than six months

This position would also be suitable for individuals interested in cooking and kitchen hand work.



The Bavarian/Beerhaus Apprenticeship and Traineeship Program

Hospitality Training Network (HTN) is Australia's largest group employer of hospitality, tourism and food service apprentices and trainees. We are a trusted company who work with a network of highly successful businesses, restaurants and chefs to provide you with a unique opportunity to undertake your career.

We are excited to have launched a new The Bavarian Apprenticeship Training Program. We are thrilled to bring this program to life with Pacific Concepts and be able to develop future Chefs and upskill young talent. You will work with senior Chefs and a supportive team, have the leadership and guidance of a Culinary Mentor and be supported for the duration of your Apprenticeship or traineeship.

Hospitality Traineeship – Certificate III in Hospitality

This Traineeship reflects the role of individuals who have a range of well-developed front of house food and beverage service and sales skills combined with sound product knowledge. You will gain a range of hands on experience and skills within the workplace whilst completing a Certificate III in Hospitality.

Apprentice Chef – Certificate III in Commercial Cookery

As an apprentice chef, you will work alongside qualified chefs assisting in all aspects of food preparation and presentation. This position provides the opportunity to learn and build experience in a commercial kitchen environment. We are looking for a passionate individual who is wanting to develop knowledge in commercial cookery. Most importantly working as an apprentice chef will give you the skills and knowledge to one day run your own kitchen!

This qualification provides the skills and knowledge for an individual to be competent as a qualified chef.

Work Environment: We are currently seeking an Apprentice and Trainee for the following locations.

The Bavarian (Charlestown) brings a German-inspired, Aussie-embraced dining experience. A unique blend of Bavarian-inspired diner and local pub, guests can enjoy good food, good beers, good times, and the best of both worlds at The Bavarian.

Beerhaus (Kotara) - The focus is on big-hitting flavours, including classic pub food with items ranging from roasts to ribs, to fish and chips, sensational, golden-crumbed chicken schnitzels, flavourful burgers, and big buckets of chicken wings with a choice of seven, spicy sauces.

Applicants must have a current RSA or be willing to obtain one.

Eligibility

To be eligible to work as an apprentice or trainee in NSW you must either have:

- Australian Citizenship
- Australian Permanent Residency

This position would also be suitable for individuals interested in cooking, and hospitality. Please ensure an up to date Resume and Cover Letter is included stating which position you are applying for.

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Apprenticeship

Signage Apprenticeship

Are you looking for a trade with a bit of variety that you will learn a diverse range of skills?

Looking for a supportive and inclusive team environment?

If you answered yes to all of the above, then this be the trade for you!

We are seeking energetic new people who are interested in completing a Signwriting apprenticeship. Learning nationally recognised training at a purpose built signage facility at Maitland TAFE while gaining hands on training at one of Australia's largest sign manufacturing facilities based in Sandgate (Newcastle). The position starts out as a trial for an apprenticeship, and at the end of the trial, if successful as suitable for the apprenticeship, will begin the Signwriting apprenticeship. See TAFE NSW website for: Certificate III Signs and Graphics for more information on the TAFE training.

As our apprentice you will receive the best in quality training to become a fully qualified sign writer / sign maker within the industry. You will develop valuable skills and not only build signs but, but be trained in all facets of the signage industry.

Apprentices will have training using the latest state of the art plant and equipment at Maitland TAFE including:

Multicam router

Laser engraver

3D fabricated signage

LED technology & installation

Roland digital printer

Colour profiling

Vehicle wrap print application

Spray painting

Production management skills

Advanced graphic design specialising in Adobe Illustrator

A WHS Induction Training (White Card) which will gain you entry to a construction site is preferred but not essential.

No experience is necessary but you must have a passion for design along with a desire to build. You must have good colour vision, and at a minimum intermediate computer skills.

For more information about our company visit <http://www.emsigns.com.au/>

1st/2nd year Hairdressing Apprentice

We have a position vacant for a **1st or 2nd year apprentice hairdresser** to join our team!

About Us

Our salon specialises in blondes, balayage and hair extensions. We are a small boutique MUK Salon and focus on training and creating beautiful hair for our clients.

What's on offer

You will be working in a small team with the ability to gain heaps of experience on the floor assisting our senior stylists, along with scheduled tafe and in salon training.

The successful candidate will be someone who:

- Thrives in a fun environment
- Is dedicated and passionate about the hair industry
- Willing to turn up with a smile

If you want to advance your career in hairdressing, have a great attitude and want to work with a strong and growing team, we would love to hear from you!

Please submit a cover letter and resume to be considered for this position.

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Apprenticeship

Sheetmetal and Boilermaker Apprenticeships

Are you interested in a career in metal?
Do you have your drivers licence and reliable transport?
Would you like to be part of one of the biggest sign companies in Australia?
If you answered yes to all of the above, then this job is for you!
We are seeking energetic new apprentices who are interested in starting a career in the signage industry. You will learn nationally recognised training at Newcastle Tafe while gaining hands on training at our sign factory in Sandgate (Newcastle).
As our apprentice you will receive the best in quality training to become a fully qualified tradesman. You will develop valuable skills and not only build signs, but be trained in all facets of Light Fabrication or Heavy Fabrication. Apprentices will have training using the latest state of the art plant and equipment to learn to:

- Carry out mechanical cutting
- Apply fabrication, forming and shaping techniques
- Assemble fabricated components
- Weld using gas metal arc welding process
- Weld using gas tungsten arc welding process
- Repair/replace/modify fabrications
- Perform engineering measurements
- Mark off/out structural fabrications and shapes
- Use hand tools
- Use power tools
- Apply principles of occupational health and safety in a work environment

No experience is necessary other than an interest in learning the Sheetmetal or Boilermaker Trade. For more information about our company visit <http://www.emsigns.com.au/>
Please do not call, Facebook message or text. Apply only via this ad. Only shortlisted candidates will be contacted.

Apprenticeship - Bricklayer

Want a trade that can launch your career in Construction? Why not Become a Bricklayer? We have employers and jobs available now across the Newcastle, Maitland & Hunter areas!

Why not Become a Bricklayer
If you are creative, like working with your hands and enjoy working outdoors, you should consider Bricklaying.

The people that shape the Bricklaying trade today are clever, successful business people who work well alongside all other trades. Bricklayers are highly valued and are just one of two structural trades that play such a vital role in the construction industry.

Bricks and Blocks are the building products most seen in construction projects and skilled workers are in demand.

Like any career - you're the master of your own destiny
Bricklaying can be a pathway to becoming a builder, site supervisor, project manager, or other high-level roles.

If you aspire to be the very best and are motivated, reliable and hard-working, this is a great opportunity for you.

Skills and Experience
Work experience or previous training in Bricklaying/Blocklaying would be advantageous although not essential.

For further information please contact nadine.mcewan@abbtf.com.au

Once your application has been reviewed, you will be contacted via email, phone and/or via SMS.

ONLY available to Australian permanent residents.

Youth Links



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Apprenticeship

1st Year Heavy Commercial Vehicle Technician Apprentice

MEGT (Australia) Ltd makes Apprenticeships and Traineeships happen. If you are looking at starting your career, an Apprenticeship is a great way to receive training and skills while you are working.

Our Host Employer is looking for a mechanically minded superstar! Our Host Employer has been operating for over 80 years in the waste, recycling, and industrial services throughout Australia. The Host Employer has a fleet more than 250 heavy vehicles they use in everyday operations.

As a 1st Year Heavy Vehicle Mechanic Apprentice, you will be working alongside and learning from highly experienced tradesmen. This position would suit a candidate that has a keen interest in trucks or large machinery, as you will be working on these daily. For the first 6 months you will be on day shifts, after 6 months you will be on afternoon shifts (2pm-10pm).

Your duties will include and not be limited to;

- Repairing engines and associated engine components
- Service and repair fleet of side loader trucks, front lift trucks, hook trucks and trailers
- Test and repair basic electrical circuits
- Use and maintain workplace tools and equipment
- Use of computer diagnostic equipment
- Ensure workplace is kept clean and tidy
- Use and maintain workplace tools and equipment

SKILLS & EXPERIENCE

- To be considered for this opportunity ideally you will have:
- Drivers Licence (manual) and own transport
- Completed Year 12 High School Education
- Ability to demonstrate working in a team environment
- Superior Safety Awareness
- Work experience or completed relevant studies in automotive or engineering
- Basic understanding of mechanics and demonstrate an interest in this field
- Long term career goals to grow with the company

BENEFITS

- Receive a Trade qualification in Certificate 3 in Heavy Vehicle Automotive
- MEGT Field Officer for constant support in the Apprenticeship
- Uniforms and PPE provided

HOW TO APPLY

If you are ready to take your career to new heights and are ready to join a company who are looking to hire the industry's best and brightest talent - simply hit 'Apply' now and send your resume to MEGT today or for any enquires please contact Ashleigh at ashleighholl @megt.com.au (no space).

The first stage of the selection process will involve a phone interview and only successful applicants will be contacted. Final interview stage will be an onsite interview with the Host Employer, along with completing a pre employment medical, including drug and alcohol test.

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Apprenticeship

Apprentice - Metal Fabrication

Your new company:

Spartan Doors has recently grown from a local, specialised manufacturer to now supplying commercial, industrial and residential construction projects across the entire eastern seaboard. Our new, larger manufacturing facility was opened in September 2015 and our growth has seen this new and important role created.

You will be working in a fully catered workshop environment as part of an operations team fabricating custom industrial and commercial steel door and frame products.

Once you complete your apprenticeship your job will entail:

- Fabrication of steel doors, steel frames/jambs, custom pipe and truss
- Interpreting engineering drawings
- Setup and operation of brake press, guillotine, CNC equipment
- Use of Butt-Welding, as well as power tools including saws, grinder, polishers etc.
- Writing of SWMS and leading by example with OHS Standards

To be successful in this role you will need the following technical levels:

The successful applicant will be punctual and reliable, pay particular attention to quality and cleanliness, be willing to learn and apply new techniques, systems and materials, and above all, be a team player. In turn, we will provide everything needed for a successful apprenticeship and career.

1. Be able to communicate proficiently through speaking and writing english
2. Trade level Mathematics skills (year 10 minimum)
3. Woodwork, metalwork (or similar) subject completion (year 10 minimum)
4. Demonstrated IT literacy
5. It would be beneficial to have a car license but not essential

What you need to do now:

Please apply through the Seek Website prior to the close date below.

roof plumbing apprentice (metal roofing)

Insight roofing and guttering is a small and younger business, we try to create a friendly and happy environment whilst in and out of work. we do everything we can to help every employee achieve their goals whilst achieving our own goals as a business.

Qualifications & experience

- car license
- white card
- working at heights

Tasks & responsibilities

- able to measure, cut and handle materials.
- work as a team
- learn quickly
- Be able to get to and from each job day to day

Benefits

- good team environment
- ability to learn all aspects of the trade
- team events

Youth Links

6th December 2021

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Apprenticeship

Apprentice Gardener

- **What can Skyline offer?**
- Above award hourly rates.
- Full time, ongoing work.
- **The Opportunity & Requirements**

An exciting opportunity has opened for an Apprentice (1st or 2nd Year), with multiple positions to join our teams based both in Newcastle & the Central Coast. Your responsibilities will include:

Attend a Cert III Parks & Gardens Course one day p/w.

- All aspects of general gardening, lawn care and grounds maintenance.
- We love a positive, can-do attitude! Along with this, you will need:

Current drivers licence with own transport to and from work preferred

- Reliable, punctual and hard working
- Enjoy working as part of a team
- Physically fit
- **Our Team and Culture**

Skyline Landscape Services has been a horticultural industry leader for 30 years. Our teams work on some of Australia's most iconic sites, and our clients are spread across all capital cities, with projects spanning high end prestige sites, to the local suburban parks and streets in your suburb. With a national team of over 500, based in NSW, QLD, VIC, ACT and WA our staff are our greatest asset and the foundations of Skyline, their work is the core reason why we are continuing to grow together today.

The Benefits

Supportive management team.

- Opportunities for growth and further training.
- Fantastic team culture.
- Employee Assistance Program (EAP) providing free psychology sessions a year, along with an online Wellbeing Centre.
- Rewards & Discounts Program exclusive to our team, saving you money on everyday purchases.

How to apply

If you would like to be a part of a progressive, award winning company, please apply now with your resume and cover letter describing your interest in starting an apprenticeship.

Alternatively please email careers@skylinelandscap.com.au with your resume.

*Please note hourly rate range is dependent on experience and qualifications.

Visit our website to learn more about Skyline and view our vacancies - <https://www.skylinelandscap.com.au/careers/job-listings/>



1st Year Apprentice Fitter

HunterNet Group Training in partnership with our host company are seeking a dedicated individual to join the team in Carrington as an Apprentice Fitter.

Our host company is one of the largest independent fluid power solution providers in Australia. They are a one-source provider, supplying high-quality hydraulic, pneumatic, filtration, lubrication and electronic products.

We are looking for a hardworking individual with strong work ethic who is interested in completing a Certificate III in Engineering – Mechanical Trade.

The successful applicant will complete this apprenticeship over four years while gaining on-the-job experience with an industry leading company.

As an apprentice your main duties will include:

- Maintenance and machining of Hydraulic components
- Support the workshop fitters
- Demonstrate a willingness to learn and display safe practices when using hand tools, lathe equipment, welding, cutting and using other workshop equipment such as grinders and hoists
- Carry out a variety of manual tasks
- Participate in ongoing training and self-development to achieve continuous improvement for yourself, including the completion of trade qualification
- Adhere to company policies and undertakes safe working practices and procedures
- Carry out any other suitable duties deemed necessary by management
- Complete all competencies at TAFE

What we're looking for:

- Demonstrated passion for the trade
- Strong mathematical and mechanical aptitude
- Sound written and oral communication skills
- Ability to work effectively in a team environment
- Exceptional commitment to workplace safety
- Drivers licence and reliable transport

To make application for the position please send through a cover letter and resume.

As part of the recruitment process, suitable applicants will be required to complete pre-employment medical testing including drug and alcohol screening.

Due the high volume of applications we receive only successful applicants will be contacted.

HunterNet Group Training Limited engages apprentices and trainees on behalf of employers, with the aim of achieving high quality outcomes through a partnership approach.



Apprentice Electrician - 1st, 2nd, 3rd & 4th Years

About the Organisation

This is an opportunity to start your Electrical Career with a sought after Apprenticeship with K&M Knight Electrical.

We are a National Company with operations in NSW & QLD who value the culture of a professional, safe and motivating workplace.

K&M Knight Electrical Pty Ltd has a strong track record and are well respected within the industry, ensuring highly successful projects for all customers.

About the Opportunity

As part of the team, you will contribute to the success of the Company by offering exceptional customer services and pride in workmanship.

Ideally the new team players will have the following:

- Be available to start immediately
- Excellent results in Maths, English, Physics/Science
- Current drivers licence & own vehicle (essential)
- Must be available to work Overtime when required - **including Saturday's**
- Work well within a team
- A good communicator
- Work within time limits
- WH&S compliant
- Organised
- Reliable
- Flexible and enthusiastic
- Honest

This is an opportunity to secure your future with a Company who value their team.

You will be required to complete an aptitude test in your interview.

HOW TO APPLY:

It is important that you follow the below application instructions to proceed to the next stage.

Step 1 - Prepare a cover letter that details what interests you about the position, why you want to be an electrician & why you think you should be the successful applicant.

Step 2 - Submit your current resume and cover letter through the "Apply Now" button

Step 3 - Email ken@knightelectrical.com.au with any or all of the following:

- High School reports & exam results
- Higher School Certificate/Tertiary equivalent [essential]
- Any licences or certificates held
- Tafe results

Anything else you think may assist you in being the successful applicant



1st Year Apprentice Fitter Machinist

HunterNet Group Training are seeking a motivated individual to join their team as an Apprentice Fitter Machinist in the Newcastle area. **This position will commence in January 2022.**

Working with our host company, who specialise in the heavy manufacturing mining industry, and hydraulic cylinder repairs, we are looking for motivated individuals with a strong work ethic who are interested in completing a Certificate III in Engineering - Mechanical Trade. The successful applicant will complete this apprenticeship over 4 years while gaining on-the-job experience with a local engineering company.

As an Apprentice your main duties will include:

- Repair and maintenance of machines and equipment including hydraulics
- Setting up machinery for manufacture of components
- Following WHS policies and procedures
- Attend TAFE and maintain a high standard of work

What we're looking for:

- Demonstrated interest and passion for the trade
- Strong mathematical and mechanical aptitude
- Ability to work in a team environment, and communicate with a wide range of people and demonstrate sound interpersonal skills
- Willingness to follow instructions, complete tasks, and ask for assistance when needed
- Punctual, honest and reliable
- Strong work ethic
- Enjoy technical, hands-on work
- Exceptional commitment to workplace safety
- Committed to the full term of the apprenticeship and study requirements
- Car licence and reliable transport

To make application for the position please send through a cover letter and resume.

As part of the recruitment process, suitable applicants will be required to complete pre-employment medical testing including drug and alcohol screening.

Due the high volume of applications we receive only successful applicants will be contacted.

HunterNet Group Training Limited engages apprentices and trainees on behalf of employers, with the aim of achieving high quality outcomes through a partnership approach.



Apprentice Plant Mechanic

Kentan Machinery is a leading player in the provision and maintenance of Agricultural and Construction equipment in the Newcastle, Hunter Valley and Taree areas. With a focus on quality, product knowledge, internal development and customer service, we have achieved an enviable reputation in the market and been a consecutive winner of the much coveted "MTA NSW Farm Machinery Dealer of the Year" award.

If you are completing School or are seeking a new career, the Kentan Machinery Apprenticeship Development Program will set you on the path to a fulfilling and rewarding career. This apprenticeship commences in January 2023 but we would like a start date ASAP to induct the selected candidate into the business prior to the apprenticeship start date.

What we seek in our apprentices:

- Minimum Year 10 Maths and English;
- Technical aptitude and a mechanical interest;
- Self-motivated with a responsible attitude and mature outlook;
- Strong commitment to a structured on site workshop and off site training program;
- Ability to work within a team environment;
- Drivers Licence is mandatory (minimum P plates).

What we can offer you:

- Sponsored Certificate III training at TAFE;
- Extensive technical and business skills training program;
- Safety equipment and protective uniformed clothing for work purposes;
- A strong team culture focused on your success and career growth.

How to Apply:

To apply for an Apprenticeship opportunity with Kentan Machinery, please send your application via email to craig@kentanmachinery.com.au.

Please remember, you must be available to start ASAP even though the apprenticeship does not start until January 2023.

To all of you who sent through your resume, we appreciate your interest but due to the high volume of applicants, we will not be contacting you unless we feel you may be suitable for the position.

Youth Links



6th December 2021

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Apprenticeship

2022 Apprenticeships – Certificate III in Engineering – Fabrication Trade

ATTENTION: 2021 SCHOOL LEAVERS
2022 Apprenticeships – Certificate III in Engineering – Fabrication Trade

Specialised Welding Products

Specialised Welding Products is a division of The Lincoln Electric Company (Australia) Pty Ltd and we are inviting applications for our 2022 Apprenticeship Intake for our Newcastle Engineering facility. The successful candidates will be trained in welding and metal fabrication, how to read technical drawings and how to use a variety of tools and machines. The successful applicants will complete this Apprenticeship over four years while gaining on-the-job experience and developing their skills with an industry leading company.

The apprentices will attend TAFE and will be mentored by our team of skilled tradespeople.

The successful candidates will:

- Have a genuine passion to become a boilermaker and to work in the steel industry.
- Follow our safety policies and procedures.
- Have good communication skills and the ability to work as part of a team environment.
- Be mechanically minded with a high attention to detail.
- Work at our Gladstone workshop or at a client's site when requested.
- Have opportunities to work overtime when available.

All applicants must be able to pass a pre-employment medical with drug and alcohol screening.

Applicants should be able to demonstrate an interest in metalwork and welding.

Apprentice award wages will apply to the position and Specialised Welding Products provides excellent working conditions.

Schools that may have students interested in an apprenticeship or work experience leading to an apprenticeship are encouraged to apply.

Apprentice Fitter Machinist

As an Apprentice CNC Machinist with our company, you will undergo extensive training including:

- Completing Certificate III Engineering – Mechanical Trade at TAFE
- Learning to program and operate Computer Numerically Controlled Machinery (CNC)
- Interpret technical drawings and perform precision mechanical measurements

To be successful in this position you must be Interested in technical work, have a good understanding of mathematics and have good attention to detail. If you genuinely have an interest in pursuing a career in this industry please apply today.

You must include a cover letter and a current resume to be considered. Applications close when position is filled.

APPRENTICE FITTER / MACHINIST

MCM Manufacturing Pty Ltd, a privately owned leading engineering workshop in Cardiff, providing quality manufacturing to local industry, is currently recruiting for:

(CERTIFICATE III IN ENGINEERING - MECHANICAL TRADE)

The ideal candidate will have a desire to make a career of their trade, possess strong time management skills, the capability to follow instructions and the ability to work both as part of the team and individually when required. This position will provide the successful applicant with full training and vast experience in this industry. Ideally, applicants will possess their Higher School Certificate.

Please forward your letter of application, resume and copies of your last two school reports.



Apprentice Electrician

Export Beef Processing Facility

- Permanent Opportunity
- Private family owned business

Your new company

E.C. Throsby is an industry leader in Export beef. Our company provides quality fresh and valued beef products to all parts of the globe. Our commitment to our farmers, customers and workforce is paramount in producing a quality product.

Your new role

Your new role will see you reporting to the Maintenance Supervisor. You will be working with varied systems and processing equipment. You will be required to work a number of different shifts to cover all production shifts. Weekend Overtime maintenance will be required.

What you'll need to succeed

- Passion, Determination and willingness to learn
- Be a team player with a can do attitude
- Looking for longevity in a permanent role, with great career prospects.
- Experience within a food production environment is highly advantageous.
- Flexible with weekend work

Preferred skill set

- 2nd or 3rd year apprentice -New apprentices welcome to apply.
- Mature age apprentices encouraged to apply.
- Electrical pre-apprenticeship or similar
- Prior experience in the trade (Electrical TA/labourer)

What you'll get in return

- A permanent opportunity/long term employment
- Employment with a continually growing family owned and operated company
- Work with a great team of maintenance staff
- Opportunity to advance yourself and continually learn new skills

Your hourly rate will be paid as per the apprenticeship award, on offer of employment you will begin a 3 month probation period with a review on completion.

Please attach your Resume and a Copy of current and relevant Qualifications and Licenses.

6th December 2021

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Apprenticeship

2022 Engineering Mechanical Apprenticeship

What's in it for me?

Being a HVTC apprentice opens the door to working for industry leaders via our key connections with major local employers.

Being a HVTC apprentice means you have ongoing job security! Our network of Host Employers means we can offer rotations to ensure you can fulfil your education and training requirements; Become qualified without getting yourself into debt and actually earning an income!

Throughout your apprenticeship, you will be able to take advantage of our exclusive employee benefits, which include:

- One-on-one coaching and development from a dedicated mentor
- Individual and group safety training with our team of experts
- Discounted health insurance
- Discounted gym memberships
- Alumni program to support you post qualification
- Reward and recognition programs
- Commbank Workplace Banking Program to give you financial advice (and retail discounts!)
- Health and Wellbeing initiatives, campaigns, and competitions through HVTC's Committee (there might even be some prizes up for grabs!).
- 24/7 confidential counselling through our Employee Assistance Program (EAP) provider

What you'll be doing...

You will complete a [Certificate III in Engineering - Mechanical Trade](#) over 4 years through a combination of formal training with a Registered Training Organisation (RTO) and practical on-the-job experience with the Host Employer.

Throughout your formal training and practical experience in the workplace, you will have the opportunity to:

- Assist qualified tradespeople with general engineering mechanical duties
- Partake in the rebuilding of hydraulic components of underground coal mining equipment
- Assist with the testing of hydraulic components of underground mining equipment
- Mark out jobs, set up machines, prepare materials, tools and fixtures for mechanical duties
- Assist qualified tradesman to carry out duties within the skills, competencies and ability of an apprentice

What you'll bring to the table...

To be successful in this role, you'll need to meet the following selection criteria:

- Ability to work as part of a team
- Commitment to both on and off the job training
- A can-do attitude and willingness to learn
- Ability to work safely and follow instructions
- Demonstrated interest and passion for the Engineering Mechanical trade
- Strong communication skills
- Current Drivers Licence (P1 or above)
- White Card
- Current NSW National Police Check, or willingness to obtain
- Willingness to undergo a medical including drug & alcohol screening

If you have any questions about this role please contact Pamela Wong on [02 4932 4222](tel:0249324222).

Applications close 1st December 2021

Youth Links



6th December 2021

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Apprenticeship

2022 Engineering Fabrication Apprenticeships

What's in it for me?

Being a HVTC apprentice opens the door to working for industry leaders via our key connections with major local employers.

Being a HVTC apprentice means you have ongoing job security! Our network of Host Employers means we can offer rotations to ensure you can fulfil your education and training requirements; Become qualified without getting yourself into debt and actually earning an income!

Throughout your apprenticeship, you will be able to take advantage of our exclusive employee benefits, which include:

- One-on-one coaching and development from a dedicated mentor
- Individual and group safety training with our team of experts
- Discounted health insurance
- Discounted gym memberships
- Alumni program to support you post qualification
- Reward and recognition programs
- Commbank Workplace Banking Program to give you financial advice (and retail discounts!)
- Health and Wellbeing initiatives, campaigns, and competitions through HVTC's Committee (there might even be some prizes up for grabs!).
- 24/7 confidential counselling through our Employee Assistance Program (EAP) provider

What you'll be doing...

You will complete a [Certificate III in Engineering - Fabrication Trade](#) over 4 years through a combination of formal training with a Registered Training Organisation (RTO) and practical on-the-job experience with the Host Employer.

Throughout your formal training and practical experience in the workplace, you will have the opportunity to:

- Assist qualified tradespeople with general engineering fabrication duties
- Conduct heavy engineering including structural erection, detailed pipe and duct work
- Assist with the manufacturing, installation and modification of mining equipment
- Conduct testing, fault finding, maintenance and service to plant and equipment
- Use a combination of power and hand tools to carry out duties
- Assist qualified tradesman to carry out duties within the skills, competencies and ability of an apprentice

What you'll bring to the table...

To be successful in this role, you'll need to meet the following selection criteria:

- Ability to work as part of a team
- Commitment to both on and off the job training
- A can-do attitude and willingness to learn
- Ability to work safely and follow instructions
- Demonstrated interest and passion for the Engineering Fabrication trade
- Strong communication skills
- White Card
- Current Drivers Licence (P1 or above)
- Current NSW National Police Check, or willingness to obtain
- Willingness to undergo a medical including drug & alcohol screening

If you have any questions about this role please contact Pamela Wong on [02 4932 4222](tel:0249324222). **Applications close 1st December 2021**



CNC Machinist / Mechanical Apprentice

We are seeking applications for Apprentices to join the team with a start date of early 2022. This is an exciting opportunity to begin your career and gain exposure to one of Australia's most unique steel making facilities.

The disciplines available are:

- Mechanical (Fitter)
- CNC Machinist

Our apprentices tell us that it's the balance between working and studying that will really give you the edge. When you're not at TAFE learning the technicalities of your trade, you'll be on site putting what you've learnt into practice with heavy machinery and equipment. You'll have space to balance both study and work.

You'll be challenged and stretched, but you'll find it's the best way to develop and learn. During the program, you'll be able to draw upon the experience of your team and be mentored by experienced tradespersons and engineers to make sure your career starts in the best way.

About your experience

This is a great opportunity to get into a career in heavy industry and manufacturing! We are looking for enthusiastic, motivated and committed applicants who are looking for a career in the mechanical / fitting field.

You will be:

- Safety focussed, team orientated and have good interpersonal skills;
- Able to commute daily to site and/or TAFE as required

Application to Include:

- Cover Letter that tells us about you and the reason you would like to pursue an Apprenticeship with us, we ask that you specify your trade preference
- Resume that includes your education level, training, any work experience and copies of your last 2 years of results from School, TAFE or University; if you are a recent graduate.

About our team

At **InfraBuild** we are building futures through sustainable steel. We are Australia's leading vertically-integrated Electric Arc Furnace steel recycling, manufacturing and distribution business. We provide solutions for commercial and residential construction, large scale and nation-building infrastructure, our primary producers, mining and rural sectors. With our rich history spanning more than 100 years we have entered an exciting new chapter, each day we help build and enable a stronger and more sustainable Australia, for a changing world.

InfraBuild Wire is Australia's leading manufacturer and supplier of wire products and services the Rural, Construction and Manufacturing sectors with manufacturing facilities in Newcastle, Geelong and Jindera. Infrabuild Wire includes Waratah Fencing and Cyclone products and manufactures anything from nails to wire rope for massive draglines in mining.

We will be hosting Novaskill as our Group Training Organisation for this intake of Apprentices.

Next steps

Across our different business units, we offer career opportunities for people who share our drive, passion and ambition. From apprentices and graduates to experienced professionals, we are committed to offering fulfilling careers and the chance to grow as our business grows. We would love you to be part of our journey.

Apply today.



Mechanical Fitting Apprenticeship (1st, 2nd, 3rd and 4th Year)

HunterNet Group Training are seeking enthusiastic individuals to join the team in Broadmeadow & Hamilton North as Apprentice Mechanical Fitters. **Positions commencing February 2022.** Working with our host company, we are looking for motivated individuals with a strong work ethic who are interested in completing a Certificate III in Engineering – Mechanical Trade. The successful applicants will complete the apprenticeship over 4 years while gaining on-the-job experience with an industry leading company.

As an Apprentice your main duties will include:

- Participate in mechanical work and development activities
- Participate with analysing of work orders to determine information such as material to be used, type of operations and sequence of operations required to complete the job task
- Ensure all work performed is to specification, to the agreed work schedule and to a high-quality standard
- Actively listen and effectively communicate with the Operations Team to ensure all work tasks are completed smoothly
- Maintain housekeeping to a high standard
- Ensure all tools and machinery are effectively maintained and secure
- Comply with all timekeeping requirements including timesheets
- Always follow and apply all safe working procedures and practices (including the completion of all required safety documentation)
- Report all matters and issues to Management in a timely manner
- Adheres to all company policies and procedures
- Commitment to attending and completing all requirements of TAFE

What we're looking for:

- Strong mechanical aptitude
- Sound literacy and numeracy skills
- Good verbal communication and interpersonal skills
- Ability to follow instructions and work effectively in a team environment
- Exceptional commitment to workplace safety
- Current driver's licence and reliable transport
- Must be an Australian Citizen or Permanent Resident
- Commitment to attending and completing all requirements of TAFE

Applicants with the following will be highly regarded:

- Completion of a pre-apprenticeship course

To make application for the position please send through a cover letter and resume.

As part of the recruitment process, suitable applicants will be required to complete pre-employment medical testing including drug and alcohol screening.

Due the high volume of applications we receive only successful applicants will be contacted.

HunterNet Group Training Limited engages apprentices and trainees on behalf of Hunter based employers, with the aim of achieving high quality outcomes through a partnership approach

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Apprenticeship

Apprentice Bricklayer

Newcastle MBA Group Training offers a unique alternative for individuals interested in obtaining full time employment and gaining a qualification. We deliver a scheme which ensures the sustainability of employment and training in the Newcastle & Hunter area. We specialise in providing quality Apprentices & Trainees in the Building and Construction sector.

We are seeking a person willing to undertake a 4 Year Certificate III Bricklaying Apprenticeship in the Newcastle Area.

The position we have available offers a comfortable, fast-paced and fun environment and look for employees that are committed, hardworking and reliable.

The successful candidate will have:

- Passion for Bricklaying
 - Committed to complete the 4 year apprenticeship
 - Honest, hard-working and reliable
 - Sound communication skills (written and verbal);
 - The motivation to learn new things and follow instructions;
 - A current NSW drivers licence & transport.
- Please do not apply if you do not meet the criteria mentioned.

Due to the high volume of applicants only suitable candidates will be contacted if required for an interview

APPRENTICE METAL FABRICATOR / BOILERMAKER

MCM Manufacturing Pty Ltd, a privately owned leading engineering workshop in Cardiff, providing quality manufacturing to local industry, is currently looking for:

The ideal candidate will have a desire to make a career of their trade, possess strong time management skills, the capability to follow instructions and the ability to work both as part of the team and individually when required. This position will provide the successful applicant with full training and vast experience in this industry. Ideally, applicants will possess their Higher School Certificate.

When applying, please forward your letter of application, resume and copies of your last two school reports.

APPRENTICE PANEL BEATER

SAS Smash Repairs is a busy, family owned and run workshop, established in 1978, which provides excellent work conditions. We are seeking the services of an apprentice Panel Beater to join our team. If you are seeking employment in a friendly, personalised workplace, please contact Ewan or Richelle by email admin@sassmashrepairs.com.au

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Apprenticeship

1st year Apprentice Plumber

RVH Plumbing are a local company with work covering the areas of Lake Macquarie, Newcastle, Cessnock and the Hunter Valley. All inquiries and resumes can be sent to admin@rvhplumbing.com.au

Qualifications & experience

- School leavers are encouraged to apply for apprenticeship.
- White Card.
- manual licence and own transport. - If 16 must be eligible for manual licence within 6 months and have transport to and from different start and finish locations at different times each day.

Tasks & responsibilities

All aspects of plumbing but predominantly new residential work.

Apprentice Carpenter

About the Business

EMCO Carpentry specialise in new home builds in the Hunter Region.

About the Role

We have a new opportunity available in the Hunter region for an Apprentice Carpenter (1st year, 2nd year, 3rd year or 4th year)

Wage rates will be based on experience and position in the company. 38 hour week with the opportunity for overtime.

Benefits and Perks

- Ongoing training and development provide
- Great potential to grow your career
- Great company culture that rewards their team

Skills and Experience

- High attention to detail
- Great work ethic
- Own transport
- White Card
- Willingness to work in a fast-paced environment

If you're interested in this role, click 'apply now' to forward an up to date copy of your CV to emcocarpentry@outlook.com.

Apprentice Butcher

We are a 3rd generation owned and operated business with a passion for customer service and high quality meats. We are looking for an apprentice butcher to learn the trade from our busy Wallsend shop.

Job tasks and responsibilities

In this role it is expected you'll perform the following tasks

- Serving customers
- Sausage making including a range of flavoured sausages
- Preparing traditional and Gourmet products
- Maintain a safe and hygienic environment
- on the job training by tafe NSW

Skills and experience

An Ideal candidate will have the following

- High standard of customer service
- Ability to work in a busy team environment
- Excellent presentation skills
- Honest, punctual and liable character

Willing to learn attitude



Sheet Metal Apprenticeship

An exciting opportunity to work hands on and challenge yourself and study a Nationally Recognised Qualification at the same time!

About the position

Novaskill have an exciting opportunity for career minded job seekers who are interested in joining the air-conditioning and refrigeration industry. We are currently seeking a 1st Year sheet metal apprentice to join a recognisable, and reputable business with over 30 years' experience. This locally owned business specialises in the servicing and installation of commercial and residential air conditioning and refrigeration in the Newcastle region.

If you are looking to kick-start an apprenticeship in an in-demand and exciting trade, get started today and apply now.

Learn while you earn!!

We Offer the Successful Applicant:

- Nationally recognised qualification in light fabrication
- Tickets in working at heights elevated work platform
- Training and development with ongoing mentorship throughout apprenticeship
- An enjoyable working environment
- Scope for ongoing training and advancement

About you

The Successful Applicant Must Have:

- Year 10 minimum
- Ability to carry out manual handling activities
- NSW drivers licence holder
- White Card (or willingness to obtain one)
- Have a high regard for safety and WHS
- Good interpersonal skills, and a can-do attitude
- Must be punctual and reliable, have excellent time management and be able to follow instructions
- Be committed to passing all practical and theory study requirements of your Apprenticeship

The duties you may be asked to perform as a sheet metal apprentice can include:

- Installation of associated ductwork for Air-conditioning systems
- Installation of ventilation ductwork including toilet exhaust, kitchen supply, general ventilation, smoke extraction systems etc
- Coordination and completion of site measures to be sent off for fabrication to be installed
- Site check drawings and ensure they align with the design and will meet the installation criteria

For more information about this position, please contact our Group Training Team on [\(02\) 4906 6700](tel:0249066700) or email us on Recruitment@novaskill.com.au.

To be considered for this position, we require a cover letter to accompany your resume.

We are a proud equal opportunity employer and encourage all persons to apply. All successful candidates will be required to undertake an Australia Federal Police Check prior to commencing employment.

Unfortunately, due to the high volume of applications, we are only able to contact shortlisted candidates.

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Apprenticeship

Apprentice Automotive Spray Painter

OPPORTUNITY KNOCKS....
APPRENTICESHIP ROLES AVAILABLE!!

If you have a keen interest in the motor vehicle trade and are;

- Hard working
- Reliable
- and willing to learn

Then this is the opportunity for you to learn from the BEST and join a well established, highly reputable and award winning smash repairer operating for over 25 years.

The Paint & Panel group located in Morisset have the opportunity for apprentices to join our paint & panel team. Positions are full time Monday-Friday 8am to 4.30pm with award wages paid and overtime available.

Forward your resume with a cover letter referencing your interest to be contacted for the opportunity to join this ever evolving industry and trade.

Job Type: Apprenticeship

Salary: From \$22,425.00 per year

Apprentice plant mechanic

Apprentice plant mechanic wanted for Hydraulic and hire workshop at Rutherford.
Send resume to sphire@bigpond.net.au .

Apprentice Signmaker/Installer

This leading digital print company in the Newcastle area is seeking an Apprentice to join their team.

This is a wonderful opportunity to increase your skills set while working in a dynamic supportive team.

The successful applicant would be responsible for the installation and manufacturing of Signage, Lightboxes and Vinyl Application to vehicles

To be considered for this role, you must be able to:

Have great Attention to Detail

Be a motivated self starter

Enjoy working within a team environment

Communicate Effectively

Ensure WH&S and Quality Policies and procedures are adhered to

White Card or willingness to gain a White Card

Application Deadline: 30.11.21

Job Types: Full-time, Apprenticeship

Salary: \$14.29 per hour

JUNIOR APPRENTICE BOAT BUILDER

Do you have a passion for building and the water? Do you enjoy working with your hands? We will teach you how to build high quality yachts and master the skills of working with fibreglass (hand and gun laminating), applying gelcoat, pattern making, mould making and preparation, laying up large complicated mouldings, building the all important internal structure and fitout to name a few. You will attend TAFE 1 day per week for this 4 year course You will learn how to handle boats such as sailing, docking, slipping and basic seamanship. Model making as a hobby is highly desirable as you would have already learnt patience and attention to detail. We are looking for a Junior/recent school leaver who sails, preferably lives locally, non smoker, good numeracy and literary skills, spatial ability, polite, well mannered and able to hold a conversation with fellow workers, managers and customers. Further information see www.bwcy.com.au.

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Apprenticeship

1st Year Apprentice Carpenter

2021 school leavers encouraged to apply

We are seeking a committed and dedicated person to fill this position of Apprentice Carpenter. This position would enable you to work with a small team of dedicated Carpenters gaining hands on experience in our rapidly growing industry. Our business base is located in Garden Suburb, the majority of our work is within the Newcastle Region - a local applicant would be preferred.

The business

We specialise in completing home modifications for people living with limited abilities to enable them to continue living independently. This work ranges from small jobs including rails, Timber ,concrete and steel ramps, forming concrete etc through to full bathroom renovations and installing internal and external lifts and elevators.

The successful applicant will have:

- White Card
- Drivers licence - Green P plates accepted
- Own transport
- A sound understanding of maths for calculating areas, quantities, measurements etc.
- Police check - all employees must have a clear police check with no criminal history
- Strong attention to detail and problem-solving skills

You will receive:

- Full time position
- Supportive working environment with on-the-job mentoring

Ongoing training and development opportunities.

To apply

Please submit an application via Seek or email: admin@accesshomemodifications.com.au and tell us a bit about yourself, why you are interested in this role and a Resume.

Mechanical Fitter/Machinist Apprenticeship

Start your mechanical fitter/machinist career today!

About the position

One of our Newcastle host employers are seeking Apprentices to join their team. This is an exciting opportunity to begin your career and gain exposure to one of Australia's most unique steel making facilities. We are currently seeking CNC Machinist Apprentices. When you're not at TAFE learning the technicalities of your trade, you'll be on site putting what you've learnt into practice with computerised machinery creating parts using technology with 3d modelling, CNC Machining, precision fitting and toolmaking are all part of the job. During the 4 year program, you'll be able to draw upon the experience of your team and be mentored by experienced tradespersons and engineers to make sure your career starts in the best way.

This is a great opportunity to get into a career in heavy industry and manufacturing!

Who we're looking for

To be considered for this position, candidates must meet the following criteria:

- Driver's license and reliable transport essential as you will need to be able to commute daily to site and/or TAFE when required
- Have completed Year 10 as a minimum
- Excellent communication skills both written and oral
- High level of organisational skills
- Ability to perform a pre-employment medical assessment
- Safety focused, team orientated and have good interpersonal skills

Please submit your application with a Resume and Cover Letter to be considered.

Please note that this apprenticeship will require you to work with 3D modelling, CNC Machines and computers. This apprenticeship is different compared to a normal mechanical trade.

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Apprenticeship

Apprentice Plasterer

Recruit Personnel are a family owned and operated business based in Maitland NSW. We like nothing better than working with other local companies and recruiting great people to join their organisation. This role is no different!

With a strong eye for detail, confident math skills and a willingness to learn, this **entry level** opportunity offers a pathway into the building and construction industry and learning all aspects of plastering as well as the necessary skills required to become competent within the trade.

Role & Responsibilities

Assisting with installing plasterboard to walls and ceilings in new homes and offices

- Assisting across measuring, marking and cutting of plasterboard
- Assist with lifting and positioning of panels
- Assisting with mixing of product used such as plaster & cement
- Preparing unfinished interior drywall panels for painting by taping and finishing joints and imperfections

• **Essential:**

A willingness to learn

- Capacity to get to and from work on a daily basis

- NSW Whitecard

• **Desirable:**

Drivers license (or at near completion of Learners)

This role will attract Award Wages for a 1st Year Apprentice.

We encourage you to apply with a **cover letter and resume** for immediate consideration.

Only shortlisted candidates will be contacted for this exciting opportunity.

Apprentice HVAC Service Technician

Precise Air is the fresh alternative, providing high quality whole-of-life maintenance and 24/7 repair services throughout Australia. We are committed to providing clients with quality and sustainable systems that deliver optimal indoor environments. In order to do this we must continually be flexible, innovative, responsive and agile in our service delivery.

Due to the growth of the team, we are looking for an apprentice HVAC technician to assist with service delivery in the Newcastle/Hunter region.

Reporting to the Team Leader, you will be ultimately responsible for assisting technical work on building services equipment on dedicated client sites across Newcastle/Hunter area. This is a great opportunity for someone who has a strong work ethic and looking for knowledge in the HVAC industry.

To be successful in this position, you will possess the following attributes:

Some technical knowledge

Strong work ethic

An ability to juggle several tasks at once.

understanding of WHS standards and safety conscious

Excellent communication.

Apprenticeship covering the following:

Trade certification (Refrigeration and Air-Conditioning).

Restricted Electrical Licence and Full ARC licence.

This is an all rounder position. Appropriate tools of trade are provided and competitive package offered.

Should you wish to be considered for this position, please apply via seek.

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Apprenticeship

Apprentice Maintenance Fitter

Apprentice Maintenance Fitter

Export Beef Processing Facility

- Permanent Opportunity
- Private family owned business

Your new company

E.C. Throsby is an industry leader in Export beef. Our company provides quality fresh and valued beef products to all parts of the globe. Our commitment to our farmers, customers and workforce is paramount in producing a quality product.

Your new role

Your new role will see you reporting to the Maintenance Supervisor. You will be working with varied systems and processing equipment, while required to work a number of different shifts to cover all production requirements and weekend Overtime maintenance is required.

What you'll need to succeed

- Passion, Determination and willingness to learn
- Be a team player with a can do attitude
- Looking for longevity in a permanent role, with great career prospects.
- Experience within a food production environment is highly advantageous.
- Flexible with weekend work

Preferred skill set

- 2nd or 3rd year apprentice apprentices welcome to apply.
- Mature age apprentices encouraged to apply.
- Engineering-Mechanical trade pre-apprenticeship or similar
- Prior experience in the trade (Mechanical fitter TA/labourer)
- Experience with fault finding and maintenance on a production line
- Fault find and service pneumatic components
- Fault find and service hydraulic components
- Fault find and service steam components
- Experience with industrial refrigeration systems
- Tig and stick welding

What you'll get in return

- A permanent opportunity/long term employment
- Employment with a continually growing family owned and operated company
- Work with a great team of maintenance staff
- Opportunity to advance yourself and continually learn new skills

Your hourly rate will be paid as per the apprenticeship award, on offer of employment you will begin a 3 month probation period with a review on completion.

Please attach your Resume and a Copy of current and relevant Qualifications and Licenses.

Youth Links



6th December 2021

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Apprenticeship

Electrical, Plant Mechanic and Fitter/Welder Apprenticeships

Programmed, in partnership with Yancoal, is committed to upskilling the local community in the Hunter Valley region, by offering a leading four-year apprenticeship program, starting in January 2022. With opportunities at Yancoal's Mount Thorley Warkworth mines, we are currently seeking candidates interested in a career within the mining industry for an Electrical, Plant Mechanic and Fitter/Welder Apprenticeship. Mt Thorley Warkworth (MTW) is a large open pit coal operation located in the NSW Hunter Valley region approximately 10km south west of Singleton. Our people and culture are remarkably strong, driving accountability and excellent results. With a world class fleet of mining equipment and a diverse range of trucks, excavators, draglines, shovels, water carts, graders, dozers & drills there is never a dull moment!

Benefits include

- Working with a safety focused team
- Nationally recognised qualification
- Learning from experienced and qualified tradespeople within the industry
- Ongoing coaching, mentoring and support from both Programmed and Yancoal
- Exposure to a broad range of mechanical/electrical functions
- Competitive wage

Inherent requirements of employment

- Australian citizen or permanent resident
- Must hold a current driver's licence or have plans to obtain a driver's licence within the first 12 months
- Electrical applications must have completed HSC
- Candidates must live within a one hour drive of Yancoal's Mount Thorley Warkworth mine sites
- All shortlisted candidates will need to undertake and successfully pass a pre-employment medical including Drug and Alcohol. (electrical candidates must also pass colourblind testing)
- Must be able to provide school reports

We are seeking people with a positive attitude who have excellent communication skills, enjoy hands-on learning, excel at problem solving, are well-organised, have attention to detail, and can deliver the best outcome for Programmed and Yancoal. You'll need to enjoy interacting with new people, be passionate about and have an interest in building a career in the mining industry.

To find out more and to apply, visit programmed.com.au

Applications close 24th November, 2021

Who we are

As one of Australia's largest employers, we work with great companies all around Australia and New Zealand to give you the best opportunities to work when and where you want to.

At Programmed, we are committed to creating a safe and inclusive environment which values and respects diverse styles, backgrounds, experiences and perspectives.

We welcome and encourage women, people of Aboriginal and Torres Strait Islander descent and people from diverse backgrounds to apply.

So it's over to you. If you would like to join our team, APPLY now.

To learn more about working with Programmed, we encourage you to visit our website.

6th December 2021

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Apprenticeship

1st Year Apprentice Boilermaker

HunterNet Group Training in partnership with our host company are seeking a dedicated and motivated individual to join the team in Tomago as an **Apprentice Boilermaker**.

Working with our host company, who are an industry leader in the manufacture of fiberglass storage tanks in the fuel, chemical and water markets, we are looking for a hardworking individual with strong work ethic who is interested in completing a Certificate III in Engineering – Fabrication Trade. The successful applicant will complete this apprenticeship over four years while gaining on-the-job experience with an industry leading company.

As an apprentice your main duties will include:

- Manufacture steel tanks and components to specific codes, drawings and company standard within the timeframe required
- Tank fit outs
- Read and interpret drawings
- Use of overhead crane
- QA and process control paperwork
- Maintain communication with Production Foreman and Operations Manager
- Complete all competencies at TAFE
- Complete any other tasks or activities as requested by management

What we're looking for:

- Reliable and hardworking
- Intermediate computer skill
- Demonstrated passion for the trade
- Strong verbal and written communication
- Be able to work as part of a team and work autonomously
- Exceptional commitment to workplace safety
- Drivers licence and reliable transport

Applicants with the following will be highly regarded:

- Experience in the trade
- Demonstrated ability using hand/power tools
- Completion of a pre-apprenticeship course

To make application for the position please send through a cover letter and resume.

As part of the recruitment process, suitable applicants will be required to complete pre-employment medical testing including drug and alcohol screening.

Due the high volume of applications we receive only successful applicants will be contacted.

HunterNet Group Training Limited engages apprentices and trainees on behalf of employers, with the aim of achieving high quality outcomes through a partnership approach.

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Apprenticeship

Apprentice Boilermaker

- Be part of an established brand with real career progression opportunities
- Supportive team environment
- Earn while you learn!

At Programmed we are passionate about sourcing great local talent and providing our people with opportunities for growth and development. We have a long and proud history of employing apprentices in our business with many of our leaders having started their careers undertaking an Apprenticeship.

Who are we

Programmed Industrial Maintenance is a leading provider of industrial maintenance solutions to the mining, oil & gas, manufacturing, utilities and infrastructure industries, leveraging scale to deliver localised services efficiently. Working with Programmed Industrial Maintenance means you will become part of the Programmed family: a company that encourages career development, supports flexibility and cares about your personal wellbeing and safety.

The Role

Due to continued growth we are looking for hardworking and enthusiastic individuals to join our NSW (Hunter Industrial Region) team as a 1st year Apprentice Boilermaker, based in Newcastle. Working closely with qualified and experienced tradespeople, Supervisors and even other Apprentices you will gain valuable skills & knowledge to ultimately secure your trade qualification (Certificate III in Engineering - Fabrication Trade).

As an Apprentice Boilermaker you will learn how to cut, shape, assemble and weld steel and use and maintain a wide range of machinery, and will have exposure working in a workshop environment as well as various client sites. Your week will incorporate learning the trade at Tafe and receiving hands-on, on-the-job training.

We will invest in you over the four year apprenticeship so you can continue your career with us, with potential to move into Leadership roles such as a Site Supervisor or Operations Manager in the future. An apprenticeship can open up a world of possibilities.

Skills and Experience

- Motivation to succeed and a willingness to learn;
- Values team work and has a positive attitude to working in a safe and productive manner;
- Ability to follow direction with excellent attention to detail;
- The ability to listen and understand customer and company requirements;
- Commitment to building a long term career;
- Completion of Year 10 or equivalent;
- A current Drivers License is preferred, but not essential; and
- Completion of a relevant pre-apprenticeship course is advantageous, but not essential.

This is an outstanding opportunity to begin your career with an industry leader. It is the ideal role for someone who has a genuine desire to pursue a career in the Industrial Maintenance industry.

A January 2022 commencement is anticipated.

Employee Benefits

- Great weekly wages
- Provide uniforms, footwear and personal protective equipment
- Long term career potential and training
- Paid parental leave and great discounts with selected retailers

An Employee Assistance Program, which incorporates a tailored wellbeing initiative

Our Commitment

Programmed and PERSOLKELLY supports a workplace culture of zero harm and encourages this in all that we do. Programmed and PERSOLKELLY strives for diversity, inclusion and equality of our people. We seek a workforce that is representative of the communities we work in. We encourage people of all cultures, gender, age, sexual orientation or abilities to apply.

To learn more about working with Programmed and PERSOLKELLY, we encourage you to visit our website.



Air Conditioning and Refrigeration Mechanic Apprenticeship

An exciting opportunity to work hands on and challenge yourself and study a Nationally Recognised Qualification at the same time!

About the position

Novaskill have an exciting opportunity for career minded job seekers who are interested in joining the air-conditioning and refrigeration industry. We are currently seeking a 1st Year apprentice air-conditioning and refrigeration mechanic to join a recognisable, and reputable business with over 30 years' experience. This locally owned business specialises in the servicing and installation of commercial and residential air conditioning and refrigeration in the Newcastle region.

If you are looking to kick-start an apprenticeship in an in-demand and exciting trade, get started today and apply now.

Learn while you earn!!

We Offer the Successful Applicant:

- Nationally recognised qualification in air-conditioning and refrigeration
- Tickets in working at heights elevated work platform
- Training and development with ongoing mentorship throughout apprenticeship
- An enjoyable working environment
- Scope for ongoing training and advancement

About you

The Successful Applicant Must Have:

- Year 10 minimum
- Physically fit and able to carry out manual handling activities and be comfortable with working at heights
- NSW drivers licence holder
- White Card (or willingness to obtain one)
- Have a high regard for safety and WHS
- Good interpersonal skills, and a can-do attitude
- Must be punctual and reliable, have excellent time management and be able to follow instructions
- Be committed to passing all practical and theory study requirements of your Apprenticeship

The duties you may be asked to perform as an air-conditioning and refrigeration mechanic can include:

- Commercial installation of HVAC: wall mounted split systems, ducted split systems and variable refrigerant volume systems ranging from small offices to residential apartment buildings, hotels, pubs etc
- Residential Installation: wall mounted and ducted air conditioning in new homes and/or existing dwellings and replacements.
- Servicing of all the above

For more information about this position, please contact our Group Training Team on [\(02\) 4906 6700](tel:0249066700) or email us on Recruitment@novaskill.com.au.

To be considered for this position, we require a cover letter to accompany your resume.

We are a proud equal opportunity employer and encourage all persons to apply. All successful candidates will be required to undertake an Australia Federal Police Check prior to commencing employment.

Unfortunately, due to the high volume of applications, we are only able to contact shortlisted candidates.



Apprentice Chef 1st or 2nd Year - MoneyPenny

Hospitality Training Network (HTN) is Australia's largest group employer of hospitality, tourism and food service apprentices. We are a trusted company who work with a network of highly successful businesses, restaurants and chefs to provide you with a unique opportunity to undertake a culinary career.

Apprentice Chef 1st or 2nd Year – about the role

As an apprentice chef, you will work alongside qualified chefs assisting in all aspects of food preparation and presentation. This position provides the opportunity to learn and build experience in a commercial kitchen environment. We are looking for a passionate individual who wants to develop knowledge in commercial cookery. Most importantly working, as an apprentice chef will give you the skills and knowledge to one day run your own kitchen!

Work Environment:

MoneyPenny- MoneyPenny is located on the water at Honeysuckle. They offer a quirky difference to the usual template. Open Wednesday to Sunday from midday until late. Good food, good drink, good chat.

Apprentice Chef Responsibilities:

- You will learn the tricks of the trade and work with bigger quantities of food and a variety of seasonal ingredients
- Help prepare and cook dishes while training to be a full-time qualified chef
- Clean, maintain and store kitchen equipment appropriately
- Under supervision, you will operate kitchen equipment such as mixers, choppers, fryers, steamers and learn different knife and cooking techniques

Apprentice Chef Skills:

- Demonstrates good communication with energy and enthusiasm
- Seeks out opportunities to learn
- Demonstrates awareness and listens to feedback
- Recognises and respect relevant kitchen policies
- Shows initiative, flexibility & curiosity

Eligibility

To be eligible to work as an apprentice or trainee in NSW you must either have:

- Australian Citizenship
- Australian Permanent Residency
- New Zealand Passport Holder residing in Australia for more than six months
- Basic Knife Skills would be a great advantage

If you have already commenced your Apprenticeship you are highly encouraged to apply!!



Apprentice Chef - Peterson House

Hospitality Training Network (HTN) is Australia's largest group employer of hospitality, tourism and food service apprentices. We are a trusted company who work with a network of highly successful businesses, restaurants and chefs to provide you with a unique opportunity to undertake a culinary career.

Apprentice Chef – about the role

As an apprentice chef, you will work alongside qualified chefs assisting in all aspects of food preparation and presentation. This position provides the opportunity to learn and build experience in a commercial kitchen environment. We are looking for a passionate individual who wants to develop knowledge in commercial cookery. Most importantly working, as an apprentice chef will give you the skills and knowledge to one day run your own kitchen!

We are looking for Apprentices at all stages of their apprenticeship, if you have commenced you are highly encouraged to apply!!

Work Environment:

Peterson House - The restaurant is set in the vineyards along with a chocolate shop and wine tasting. With a modern Australian menu, head chef Chad Pridue uses his years of experience to create a menu that uses fresh seasonal produce and local suppliers. Peterson House is the busiest wedding venue in the Hunter Valley. They are a well known Award Winning Estate in the Hunter Valley, situated on the corner of Wine Country Drive and the popular Broke Road, they are the gateway to the Hunter Valley.

Apprentice Chef Responsibilities:

- You will learn the tricks of the trade and work with bigger quantities of food and a variety of seasonal ingredients
- Help prepare and cook dishes while training to be a full-time qualified chef
- Clean, maintain and store kitchen equipment appropriately
- Under supervision, you will operate kitchen equipment such as mixers, choppers, fryers, steamers and learn different knife and cooking techniques

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Eligibility

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- Australian Permanent Residency
- New Zealand Passport Holder residing in Australia for more than six months
- Basic Knife Skills would be a great advantage

This position would also be suitable for individuals interested in cooking, kitchen hand and hospitality.

6th December 2021

LIKE us on



Traineeship

Non-Destructive Testing Traineeship

HunterNet Group Training and ALS Industrial are seeking dedicated individuals to start as Non-Destructive Testing Trainees commencing January 2022.

ALS provides a broad range of testing and analytical services to a wide variety of end markets and industries around the globe. ALS continue to remain at the forefront of the testing services. We are looking for bright individuals with a strong work ethic who are interested in completing a Certificate III in Engineering - Technical. The successful applicants will complete this traineeship over 12 months while gaining on-the-job experience with an internationally recognised company.

As a trainee your main duties will include:

- Learn to use a range of methods to test or inspect items of equipment or plant components to identify defects or flaws. The findings of these inspections are then recorded to generate a condition assessment for the client/owner
- Work with the ALS Industrial team to carry out routine Non-Destructive Testing
- Cleaning of items for testing
- Basic reporting on outcome of tests and other work responsibilities
- Attend TAFE and maintain a high standard of work
- Adheres to company policies and undertakes safe working practices and procedures

What we're looking for:

- Strong work ethic
- Computer literate
- Good client liaison skills
- Excellent attention to detail
- High mechanical aptitude/interest in engineering
- Capable of working at heights and in confined spaces

Applicants with the following will be highly regarded:

- Working at heights ticket
- Confined spaces ticket
- USI
- EWP

To make application for the position please send through a cover letter and resume.

As part of the recruitment process, suitable applicants will be required to complete pre-employment medical testing including drug and alcohol screening.

Due the high volume of applications we receive only successful applicants will be contacted.

HunterNet Group Training Limited engages apprentices and trainees on behalf of employers, with the aim of achieving high quality outcomes through a partnership approach.

6th December 2021

LIKE us on
Traineeship



Administration Trainee

About the Role

We are seeking a passionate and motivated individual to join our Administration team as a trainee at our Singleton Head Office, starting early 2022.

This is an exciting opportunity for someone with attention to detail and a strong work ethic, to join our dynamic team and enjoy the benefits and satisfaction in contributing to the continued success of our company. You will be interested in completing a Certificate 4 in Business Administration, along with developing your own personal career.

The successful applicant will complete the traineeship over 18 months, while gaining on-the-job experience with an industry leading company.

Key Responsibilities:

- Adhere to company policies and procedures,
- General reception tasks, including answering the phone and taking messages,
- Processing timesheets, checking times, and supporting the Payroll Team,
- Support the Accounts Payable and Accounts Receivable functions of the business,
- Assist in booking inductions and accommodation,
- Ensure the reception area and office is kept clean and tidy,
- Ensure all tasks are performed accurately and timely,
- Attend and complete all competencies at TAFE

About you

You are reliable, motivated, with a can-do attitude, and have a desire to gain a Certificate 4 in Business Administration. You will apply your reliability, communication skills, and time management to assist you in completing your qualifications.

Your Attributes will include:

- Excellent communication and organisation skills,
- Ability to prepare, record, process, and maintain organisation documents with attention to detail and accuracy,
- Demonstrated ability to work effectively in a small team environment and to work unsupervised when required,
- Excellent planning and time management skills with the ability to priorities,
- Ability to provide prompt and efficient executive support for management,
- Ability to comply with all Company policies and procedures.

Due the high volume of applications we receive, only successful applicants will be contacted.

Youth Links



6th December 2021

LIKE us on



Traineeship

Business Administration Traineeship

Undertaking this 12-month traineeship will give you the opportunity to complete your Certificate III in Business while getting paid! Reporting to the Finance and Commercial Manager your duties will include:

- Raising purchase orders
- Reconciling Credit Cards
- Ordering PPE, Office Supplies and stationery
- Arranging travel and accommodation
- Booking fuel deliveries
- Entering subcontractor dockets
- Invoicing
- General administrative duties; printing, scanning, binding, etc.

REQUIREMENTS

- Ability to multi-task
- High level of attention to detail
- Excellent time management
- Team player
- Sound computer skills

About You

- Reliable, friendly and driven
- Effective time management and organisational skills

- A good sense of humour
- Able to work 38 hour's per week

Have your own transport, public transport is limited

Business Administration Traineeship

Newcastle MBA Group Training offers a unique alternative for individuals interested in obtaining full time employment and gaining a qualification. We deliver a scheme which ensures the sustainability of employment and training in the Newcastle & Hunter area. We specialise in providing quality Apprentices and Business Administration Trainees in the Building and Construction sector.

The position we have available is for a Certificate III Office Administration Traineeship in a comfortable, fast-paced and fun environment. We are looking for employees that are committed, hardworking and reliable.

The successful candidate will have:

- Customer Service Experience
- Basic computer skills;
- Strong attention to detail and accuracy;
- Strong communication skills (written and verbal);
- Take pride in Personal Presentation
- The motivation to learn new things and follow instructions;
- Drivers License & Transport

Please do not apply if you do not meet the criteria mentioned.

Submit applications to:

Email: mbagtp@mbagtp.com.au

Website: www.mbagtp.com.au

Due to the high volume of applicants only suitable candidates will be contacted if required for an interview.

6th December 2021

LIKE us on
Traineeship



Junior Receptionist/Administration Traineeship Opportunity

Wandiyali is a community organisation that delivers services such as Out of Home Care case management, Brighter Futures (Early Intervention), Child Care (Long Day Care), MST-CAN (Intensive therapeutic intervention program), Indigenous Community Links, Housing and much more!

Key Role Responsibilities

- Provide office support services to ensure the effectiveness and efficiency of the organisation;
- Perform clerical duties in order to maintain Wandiyali administration;
- Perform receptionist functions;
- Support Senior Management and other staff;
- Perform other duties as required.

Essential Requirements

- Aboriginal or Torres Strait Islander descent and ability to prove
- High level customer service skills
- Excellent communication and interpersonal skills
- Exceptional organisation and ability to multitask
- High level of attention to detail
- Sound computer skills
- Intermediate level of MS Office experience
- Ability to manage a demanding phone system
- Drivers license

What will you gain?

- Cert IV business
- On the job training
- Full time employment

Experience

- No admin experience required

National traineeship wages and conditions apply.

How to Apply

To apply for this position, Please apply via Seek, You will then be forwarded an application form and a position description.

Applications that are received that do not address the criteria will not be considered. Nor will applications be considered if the applicant has not completed the application form in full.

Only applicants that are successful in gaining an interview will be contacted.

More Information

For more information about the position or the organisation please send your queries to talana@wandiyali.com.au

Applications Close 5pm Thursday 30th December 2021.

Wandiyali Talana Kilroy

Phone: [02 4957 5900](tel:0249575900)

Email: talana@wandiyali.com.au

Right to live and work

You must have the right to live and work in this location to apply for this job.

Youth Links



careerlinks
young people, bright futures

6th December 2021

LIKE us on



Traineeship

Hospitality Traineeship - Bombah Point Cottages

HTN is Australia's largest group employer of hospitality, tourism and food service apprentices and trainees. We are a trusted company who work with a network of highly successful businesses, restaurants and chefs to provide you with a unique opportunity to undertake your career.

Hospitality Traineeship – about the role

As the hospitality trainee you will gain a variety of hospitality skills whilst completing the following duties but not limited to;

- Servicing Cottages - Cleaning and Upkeep
- Maintaining communal areas of the retreat such as kitchen, Group lounge/Dining area & games room.

Work Environment:

Bombah Point Cottages - is a 4.5 star retreat for the eco-conscious traveller. Situated beside Myall Lakes National Park, between Hawks Nest/Tea Gardens & Seal Rocks. Bombah Point Eco Cottages is built on ecologically sustainable principles and we are dedicated to maintaining the unique natural environment.

Due to the location of the position a Drivers Licence is required.

Eligibility

To be eligible to work as an apprentice or trainee in NSW you must either have:

- Australian Citizenship
- Australian Permanent Residency
- New Zealand Passport Holder residing in Australia for more than six months

This position would also be suitable for individuals interested in hospitality and cleaning.

**** HTN are handling all applications for this position...Please apply here! ****

Hospitality Traineeship

Are you passionate about Hospitality and see it as a career for you?

Do you want to EARN while you LEARN?

Singleton Diggers is looking for passionate hospitality enthusiasts to join our Full-time Trainee Program. Our program provides intensive hands-on experience across the Club including Food and Beverage outlets, Functions and Gaming areas. Other important aspects of the program include safe work practices and customer service experience to name a few.

Our Hospitality Traineeship incorporates the nationally recognised qualification SIT30616 Certificate III in Hospitality, equipping you with all-round skills and knowledge required to work in the dynamic career of Hospitality.

What We Are Looking For:

- A passion for Hospitality and providing excellent customer service
- Enthusiasm and Initiative
- High attention to detail
- Flexibility and adaptability in working hours and rosters
- Willingness and ability to commit to a 12-month Traineeship
- No previous qualification higher than Certificate II
- Must have current RSA accreditation
- Must be 18 years or over upon commencement of the program

Applications Close Tuesday 1st February, 2022.

Email your cover letter and resume to: HR Department – Traineeship
enquiries@singletondiggers.com.au

6th December 2021

LIKE us on
Traineeship



Certificate III Trainee - Bolwarra

Tillys Play and Development Centres are a family owned business that has been providing high quality care and education for children birth to 12 years since 1994.

We are currently looking for a Certificate III in Early Childhood Education and Care trainee who is excited to learn and are passionate about Early Childhood Education and Care.

The trainee position is at our Bolwarra centre as we are increasing our educator to child ratios to be above regulatory requirements.

Mature age applicants encouraged to apply.

Working with us will see the following benefits:

- * 5 days per week - 38 hours
- * Wages paid at CSE Level 1.1 (\$20.80/hour)
- * Learn from a team of dedicated educators to create a stimulating, positive and inclusive environment.
- * A nurturing work environment that encourages personal and professional development.
- * Tillys Play and Development centres are highly regarded and renowned in the industry for our commitment to providing exceptional care and education to children and for giving extensive support and opportunities to all our staff.
- * Complimentary uniform.
- * Replaced time off the floor for study
- * Excellent facilities and resources.
- * Laptops/computers and iPads in each room for educators.
- * Monthly staff incentives including free movie tickets and gift vouchers.
- * Paid team meetings.

Essential Requirements

- * Must flexible with shift times and days available
- * Passion, enthusiasm and a strong commitment to high quality care and education
- * A commitment to learning and completing your studies
- * Be enthusiastic, motivated, professional, flexible, and reliable
- * You must be committed to your professional development (dedicated on the job study time, training programs, workshops and team networking are also provided)
- * Ability to form and maintain professional relationships with families, children and other Educators
- * Current Working with Children Check - we can help you with this before you start
- * Professional standard of written and verbal communication

You must include in your application a short cover letter outlining why a traineeship in this industry is a qualification you would like to pursue.

Thank you for your interest, we will contact you if we are able to invite you for an interview.

Only shortlisted candidates will be contacted.

6th December 2021

LIKE us on



Traineeship

Trainee

Maryland Care and Early Education Centre is a not for profit long day care centre where children always come first. We are an Exceeding service, providing a play based program allowing children to create, engage in risky play and explore all weather play. At MCEEC we provide high quality care, and have safe, nurturing and welcoming environments.

At MCEEC our staff display professionalism, dedication and passion to everything they do to ensure the children learn to their best potential while in our care.

What we have to offer:

- *Above award conditions
- *Mentoring program
- *Ongoing paid professional development

If you are:

- *Passionate about working with children and building trusting and secure relationships
- *Work collaboratively as part of a team
- *Flexible in working a rotating roster and shifts
- *Willing to learn new skills and extend on your knowledge

If this sound like you we are looking for a trainee to commence at our service in January 2022.

During your traineeship you will be mentored by fabulous staff and will get time off the floor to complete your study.

Application close 12th December 2021

Please send a cover letter and a resume through to office@marylandchildcare.org.au

Certificate III Traineeship, in Early Childhood Education and Care

Belmont Community Child Care Centre is a not for profit Early Childhood Centre working with children and families from birth to school age. The centre has been established for over 31 years and has a strong presence in the Lake Macquarie Community. We are committed to providing quality educational programs in a fair and equitable way in accordance with the National Quality Framework

This position is a temporary full time (38 hours per week) for 18 months (with the option to finish in 12 months if course load can be completed in this time), entailing both practical and theory based training. The position will commence at the January 10th 2022.

Please attach a cover letter addressing the below.

Essential Criteria

- Must be over 18 years
- Self motivated and passionate about learning
- Some prior experience working with children 0-6 years
- Independent learner with sound literacy and numeracy skills
- Understanding of working in a team environment
- Computer literacy skills
- Cover letter

Belmont Community Child Care Centre is committed to achieving a diverse workforce and strongly encourage applications from Aboriginal and Torres Strait Islander people".

This position is subject to a cleared Working with Children's Check

Wages are in accordance with relevant award

An eligibility list will be kept for a period of six months

Only suitable applicants will be contacted

Applications Close Friday 3rd December 2021

Applications sent by clicking apply button

6th December 2021

LIKE us on
Traineeship



Early Childhood Trainee

Kindy Patch Elernore Vale has an exciting opportunity for a passionate **Early Childhood Trainee** to join our Centre. With an established team and on-the-job mentoring, you will receive all the support required to start a successful career in Early Childhood Education. We are seeking a dedicated team member with the drive to build and maintain an outstanding learning environment for our children. Our Centre is well equipped with resources and programs based on the Early Years Learning Framework curriculum, including a specialised Kindergarten program.

The G8 Study Pathways Program provides all eligible team members access to the following:

- Fee Free Training – G8 Education will cover all related RTO enrolment and training fees.
- A strong, dedicated support network in each state of trusted, quality RTO Providers and Trainers and access to a dedicated G8 Study Pathways Support Team.
- Paid, rostered Study Time in the workplace – up to 1 full day per month.

For further information and photos of this centre, please visit the website below: [Kindy Patch Elernore Vale](#)

Please note: If you have completed a qualification at a Certificate III level or higher in any industry, you may not be eligible for the traineeship on offer. An eligibility check will be conducted on application.

Your skills and qualifications should include:

- The willingness to study towards a Certificate III in Children's Services
- The ability to gain a Working with Children Check
- Dedication to developing the future of children
- Excellent verbal and written communication skills
- A friendly and energetic demeanour
- The enthusiasm to be proactive in implementing curriculum

Your key priorities will be to:

- Assist in the delivery of educational programs for all age groups
- Assist in planning learning environments, setting up activities, preparing and cleaning away materials and supplies
- Maintain effective communication with the parents of each child
- Ensure a high level of health & safety standards are always maintained
- Maintain positive working relationships with team members
- Create a friendly, secure and stimulating interactive learning environment

Our staff benefits are:

- First Aid & CPR paid for annually
- Counselling for team members and their families through Employee Assistance Program (EAP)
- Financial Coaching
- Nutritional consulting
- Annual complimentary flu shots
- Up to 30% discount on Child Care
- Access to team member benefits and discounts including hotels, health insurance, gym memberships, and theme park admissions
- Dedicated focus on professional development
- Paid training
- Career advancement opportunities

How to APPLY

Please click through to the application form.

If you are interested or would like to find out more, apply now or contact the team

at recruitmentsupport@g8education.edu.au

G8 Education is a committed advocate for child protection, safety & wellbeing. As an organisation, we have a zero tolerance to any form of child abuse or harm. The safety and well-being of children will always be our priority and we have an expectation that all our team members embrace this shared commitment.

Please note the advertising closing date is indicative only. G8 Education reserves the right to close the advertisement before this date is reached. Therefore, it is encouraged that you submit your application as soon as possible.



NSW State Government Traineeships

Apprenticeship Careers Australia (ACA), in partnership with the NSW State Government, have recently launched the 2022 NSW Infrastructure Traineeship program. The program has been designed for Trainees seeking to commence a career in the rapidly growing Infrastructure industry, with more than 100 places available across Newcastle. This two-year traineeship program combines full time work with TAFE studies and practical experience working for NSW Government agencies and private sector industry employers.

You'll earn while you learn! No experience is necessary to apply, you just need to have completed year 12 in 2021 and be motivated to commence one of the following traineeships qualifications:

- Certificate IV in Business
- Certificate IV in Project Management Practice
- Certificate IV in Procurement

Building your pathway to success

If successful, you'll be walking into a paid, stable job that will open up a wide range of career options upon completion!

- 2 years full-time paid work
- Nationally recognised Certificate IV qualification from TAFE NSW
- Vital workplaces experience you can take anywhere
- Nothing to pay for your qualification, and no debt!
- February 2022 start – so you can enjoy your summer first!

If the above sounds like you, we encourage you to apply at:

<https://www.apprenticeshipcareers.com.au/Infrastructure-Traineeships>

There are 100 places available, but hurry places are filling fast!

Get in quick! **Apply now!** <https://www.apprenticeshipcareers.com.au/infrastructure-traineeships>

For more information or to have a chat about this opportunity, call us on [02 9466 4362](tel:0294664362) or email us at nswtraineeships@apprenticeshipcareers.com.au



Trainee Disability Support Workers - Career Change - Multiple Positions

Apprenticeship Careers Australia is implementing a NSW Government initiative, More Jobs More Care (MJMC), which is a state-wide talent development program to develop the skills of individuals wishing to become Disability Support Workers and then provide the opportunity for ongoing employment of trained individuals who will support people with disabilities fulfil their NDIS Plans.

Our North Coast team have several jobs across several locations with one of our larger clients to provide opportunities for people wishing to commence their support worker career.

Prior to being considered for employment, you will need undertake a free, short, pre-employment training program designed to give you the initial nationally recognised competencies to move straight into the disability support sector with confidence.

We will also pay for your First Aid Certificate training, and reimburse you for the mandatory Police Check, NDIS Check and the Working with Children Check once you commence the training.

The program will be delivered by one of nationally accredited and government approved Registered Training Organisations and is completely free of charge and includes:

- Comply with Infection Control
- Safe Work Practices for Direct Client Care
- Communicate & Work in Health & Community Services
- Provide First Aid
- Provide Individualised Support

No prior experience is necessary and our MJMC team will provide ongoing mentoring and support once you gain employment, post your course completion.

Permanent full and part time job opportunities available along with Traineeships which will lead to a nationally recognised Certificate III qualification.

You can make a real difference in an individual's quality of life and embark on a career in a job growth sector.

To register your interest then please submit your application via the "apply" button. No cover letter required

6th December 2021

LIKE us on



Traineeship

Trainee Structural Draftsperson

The Company

Northrop Consulting Engineers is an employee owned, multi-discipline consultancy that has been established for over 45 years. We have an open management structure that embodies a diverse, inclusive and flexible workforce for all our employees.

We currently employ over 400 staff across ten offices in NSW, ACT, QLD, and VIC. We are essentially a people business that grows by creating opportunities for our people to help build the business and their career. When you join Northrop, you join a company that will support you to excel both professionally and personally.

The Role

Our Newcastle Structural team has an exciting opportunity for a Trainee Structural Draftsperson to join our team. Working with professional and experienced teams on exciting and prestigious projects, you will be provided with extensive on-the-job training and mentoring. You will develop skills in the latest discipline specific Engineering technologies and gain vast experience as part of our Trainee Draftsperson Program. Successful applicants will complete engineering studies at TAFE, usually 1 day a week, as part of an industry recognised traineeship. The other 4 days will be based in the office. Along with an industry-competitive salary, all TAFE fees will be reimbursed for your studies.

The Candidate

If you have recently completed your School Certificate or HSC, or you have started your Drafting course at TAFE and have an interest in pursuing a career in drafting, your future could be at Northrop! You will have access to many opportunities within Northrop and with our support, we will help you to develop your career.

As the successful candidate you will possess:

- A passion for STEM subjects, particularly Technology and Engineering.
- Computer literacy with a keen interest in technical drawing. Exposure to packages such as AutoCAD while not required, is highly desirable.
- The ability to work independently or collaboratively as part of a team.
- Enthusiasm along with a passion for the construction and engineering industry.

Strong written and verbal communication skills.

Applying

If you are ready to advance to the next stage of your career please click the 'Apply' button to complete your application.

To arrange a confidential conversation regarding this opportunity, please contact Laura Brest at lbrest@northrop.com.au or on [02 4943 1777](tel:0249431777).

Northrop is an equal opportunity employer.

***** No agencies please. Applications are sought from direct candidates only.**

What does working at Northrop look like to you?

At Northrop we understand that the key to success is our people. Together we are creating a workplace that values an inclusive culture.

We are proud of our family feel and collaborative working environment.

We practice flexible working and are open to discussions about what that means for you. If our advertised working arrangement doesn't suit, we still encourage you to apply so we can consider your application.

Youth Links



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6th December 2021

LIKE us on



Traineeship

Trainee Position - Certificate III Early Childhood Education & Care

Do you want to make a difference in the lives of children?

Are you ready to start a rewarding career in Early Childhood?

Cameron Park Early Learning Centre is a well-established, highly reputable Early Childhood service, catering for 94 children per day, ages 6 weeks to 6 years.

We are currently seeking a motivated and dedicated candidates to fulfil multiple full-time, Certificate III Traineeship position commencing 3rd January 2022.

As a Certificate III Trainee within our service you will be required to:

- Complete a Working With Children Check before commencing position
- Study via correspondence during work hours and after hours
- Commit to a 12 month contract with our company
- Attend a monthly, half hour staff meeting on a Thursday evening

The successful candidate will be welcomed into a friendly and supportive team environment.

No experience necessary, however, passion, dedication and a solid work/study ethic are a must.

Please email cover letter, full resume and 2 current references to: catherine@cpelc.com.au

Applications close Friday 10th December 2021.

Junior Administration Trainee

Hunter Pods Pty Ltd, based in Thornton, is a leader in the manufacture and supply of polystyrene pods used in the Building and Construction Industry.

An opportunity has become available to join this vibrant, professional team as a Junior Administration Traineeship. The position is offered as a 12 month Traineeship.

As you are the first point of contact, it is essential that you are an excellent communicator, friendly and attentive. Your main duties will include, but not be limited to:

- Answering all incoming calls
- Greeting all customers.
- Mail, banking and running errands
- Filing - upkeep and maintenance of all filing systems
- General administration functions, using Microsoft Word and Excel
- Assisting the Senior Administration/Accounts Staff

The successful applicant will be a positive, proactive and friendly person possessing:

Drivers Licence (Manual)

Willingness to learn and be flexible in a changing environment

The ability to maintain strict confidentiality and display initiative

Please send all applications through to admin@hunterpods.com.au.

6th December 2021

LIKE us on



Traineeship

Industrial Spray Painting and Blasting Trainee

HunterNet Group Training in partnership with our host company are seeking a dedicated individual to join the team in Rutherford as an Industrial Spray Painting and Blasting Trainee. **This position will commence in January 2022.**

Our host company is a leading Australian Specialist Manufacturer and Supplier of Mild Steel Cement Lined Pipes and Fittings and offers surface treatment coating systems to suit client's needs.

We are looking for a hardworking individual with strong work ethic who is interested in industrial painting. The successful applicant will undertake this traineeship over three years while gaining on-the-job experience with an industry leading company and complete a Certificate III in Surface Preparation and Coating Application.

As a trainee your main duties will include the following:

- Spray painting application of surface treatment systems:
- Application of paint systems
- Mixing paints to correct consistency
- Cleaning of spray-painting equipment
- Application of heat shrink sleeves
- Minimising waste
- Complete QA Check sheets as required
-
- Fusionkote application:
- Filling and cleaning Fusionkote bath
- Stripping ends
- Cleaning Fusionkote work area
-
- Blasting:
- Cleaning out of air lines and chamber
- Cleaning out hopper when required
- Operating Wheelabrator
-
- Regular maintenance of machinery and equipment
- Packing of finished product ready for dispatch, ensuring items are clean and presented as per company standard
- Ensuring workshop is kept clean
- Adhering to company policies and undertakes safe working practices and procedures
- Carrying out any other suitable duties deemed necessary by management
- Completing all competencies at TAFE

What we're looking for:

- Sound written and oral communication skills
- Ability to work effectively in a team environment
- Exceptional commitment to workplace safety
- Drivers Licence and reliable transport
- A Forklift Licence is not a requirement but would be highly regarded

To make application for the position please send through a cover letter and resume.

As part of the recruitment process, suitable applicants will be required to complete pre-employment medical testing including drug and alcohol screening.

Due the high volume of applications we receive only successful applicants will be contacted.

HunterNet Group Training Limited engages apprentices and trainees on behalf of employers, with the aim of achieving high quality outcomes through a partnership approach.



Trainee Dental Assistant

- Paid 12 month traineeship with Australia's largest branded dental network!
- Gain a fantastic skill set in a clinical setting amongst a friendly team

Grow your career with us - ongoing development, guidance and support

Dental Assistant Traineeship Program - Newcastle Region - Pacific Smiles

This full time, paid twelve-month traineeship opportunity is perfect for those wanting to begin their career in the dental health services industry. You will earn an income while working towards gaining a nationally recognised Certificate III in Dental Assisting qualification and have a high potential for further employment upon completion. Successful candidates to start in mid January 2022.

The main responsibilities of this role are:

- Providing high-quality patient care - every time
- Maintaining a safe, clean and healthy clinical environment
- Assisting Dentists chair-side in a broad range of procedures
- Reception duties
- Teamwork

A typical day of a Dental Assistant

Our Dental Assistants enjoy a variety of responsibilities ensuring no two days are the same! This will include assisting dentists with a variety of dental procedures - passing instruments, operating suction apparatus etc. Preparation and clean up after procedures, including sterilisation of instruments. Acting as a first point of contact for patients at reception, taking payments, scheduling appointments and updating records.

What will you need to be successful

- Be able to commit to a 12 month traineeship
- Have excellent communication skills and enjoy interacting with people
- Be skilled at multi-tasking and following instructions
- Be organised, pay attention to detail and enjoy a fast paced environment
- Experience in reception work, hospitality or retail environments is highly regarded

About Pacific Smiles

We are one of Australia's largest branded dental networks, and we're still growing! At Pacific Smiles Group we believe in our True Purpose to improve the oral health of ALL Australians to world's best. We are focused on ensuring a great dental experience for our patients, support to our wonderful Dentists and a positive work environment for our employees.

What Pacific smiles offer in return

- A Certificate III in Dental Assisting
- Stability, above award wages and penalty rates
- Four weeks paid annual leave plus 2 additional work/life balance days
- Corporate fitness program - huge gym membership discounts
- Clinical training opportunities to expand skills/knowledge
- Supportive company culture and recognition programs
- Dental product discounts

If you have a passion for patient care and love providing great service with a smile – this could be the opportunity you have been looking for.

Submit your resume by: 14 December 2021

Please note, shortlisted candidates may be asked to complete a phone or video screen prior to interview.



Trainee Practice Administrator - Maitland

PhysioChoice has expanded from a single Physiotherapy practice in the late 1990's to more than 30 practices across Melbourne, Sydney and Brisbane as well as in the Hunter region, Wollongong, regional Queensland and two practices in New Zealand. This makes PhysioChoice one of the largest privately owned physiotherapy businesses in Australasia.

About the Role

PhysioChoice are currently seeking expressions of interest from driven, reliable enthusiastic candidates for a Trainee Practice Administration positions at our busy Maitland Practice - Maitland Physiotherapy & Sports Injury Clinic.

Responsibilities of the role include:

- Taking and amending bookings and assisting with client enquiries
- Reconciling daily takings
- Greet customers in a professional manner
- Processing payments
- Merchandising and practice presentation
- Conducting a basic patient screen
- Ensuring Covid-Safe and sanitisation requirements are met
- Completing general administrative tasks such as filing, typing etc.

ABOUT YOU

The successful applicant will possess:

- A current Drivers' License.
- Excellent communication skills – verbal and written.
- Sound computer skills – including intermediate Microsoft Excel and Word skills.
- A friendly and empathetic nature, with the ability to converse and build rapport with both internal and external customers easily.
- A genuine “team player” who is both flexible and reliable.
- A solid work ethic.
- A high regard for confidentiality and privacy.

How to Apply

To register your interest in this exciting opportunity, please copy the following link into your browser and follow the prompts.

<https://forms.monday.com/forms/f5698ef4979ff04b03d7350fc226b6ea?r=use1>

Youth Links



6th December 2021

LIKE us on



Traineeship

Child Care Traineeship

Adamstown Preschool, is offering an excellent entry level opportunity for the right person, who is interested in and passionate about a career working with children.

We are a 30 place privately owned service well regarded in the early childhood sector for the education we provide. Our small team is made up of dedicated professional educators who work very well together.

The centre is open Monday to Friday from 8am - 5.30pm.

Ideally we're looking for someone over 18 years of age who demonstrates initiative, reliability and a great work ethic, a willingness to learn, and the ability to demonstrate great teamwork.

This traineeship is full time for 12 months, commencing 4 January 2022.

A possibility may eventuate for an opportunity of further employment at the end of that time.

You'll complete a Cert III in Childrens Services whilst working full time, however, you will be well supported to achieve success in your studies. A Working with Children Clearance will also need to be obtained by the successful applicant as well as proof of COVID-19 Vaccination.

We welcome recent HSC school leavers to apply for the position as well applicants who are mature aged and/ or a seeking a change of career.

If this sounds like you, please email your full resume including date of birth and contact details of two referees by Friday 3 December 2021 to:

Certificate III Traineeship in Child Care

Mount Hutton Child Care Centre is a community-based Long Day Care Centre and has been operating for 33 years. We pride ourselves on continuity of staff and relationships within our community.

We are seeking a suitable candidate who demonstrates sound academic knowledge and a passion to work with children aged 0 to 6 years in a team environment.

Essential: Minimum age accepted 17.6 years

Covid-19 Certificate

Current working with children's check

Desirable: Driver's licence with own vehicle.

Ability to complete all aspects of traineeship through T.A.F.E N.S.W and off-the-job training as required.

Application close: Friday 10th December, 2021

Apply to: The Director

(with a letter of introduction, a current resume & date of birth).

6th December 2021

LIKE us on



Traineeship

Full time Early Childhood Trainee position

Woodrising Natural Learning Centre is a non-profit, long day care centre situated in beautiful Lake Macquarie. We cater for 39 children per day, aged 2-6 years.

Our centre has a large, natural playground - complete with a trickle stream, mud pit, chickens, gardens and much more! We are passionate about providing an interest-based program for children in an aesthetically pleasing environment.

We have a strong passion for nature pedagogy and operate a bush school program where we spend whole days immersed in nature in the local bush land. We are seeking a trainee who is motivated, passionate and loves spending time outdoors, including spending full days in the bush.

We are seeking an early childhood trainee to join our team. The position will be full time- 40 hours per week accruing a monthly rostered day off. You will work towards obtaining your Certificate 111 in Children's Services while being provided with on the job training by our experienced team. The traineeship runs for a period of 12 months.

Essential Criteria

- A commitment to obtaining your Certificate 111 qualification
- A demonstrated commitment to working as part of a team
- Passion and enthusiasm for working with children
- Self-driven and motivated
- Good written and verbal communication skills
- A working with children check clearance
- A love of spending time in nature

You can see more about our program on our website and social media pages.

Please forward a **cover letter addressing the essential criteria** along with your resume to the Directors. If you have any questions regarding the position please call Belinda Turner/Leanne Brown for more details.

APPLICATIONS CLOSE 5pm Monday 13th December 2021

PLEASE EMAIL APPLICATIONS TO director@woodrisingchildcare.com.au

DO NOT APPLY THROUGH SEEK

Working with Children Check Clearance and proof of vaccination will be needed

Belinda Turner/Leanne Brown

Director

[\(02\) 49504212](tel:(02)49504212)

director@woodrisingchildcare.com.au

80 Hayden Brook Rd, Woodrising

NSW, 2284

6th December 2021

LIKE us on



Traineeship

Trainee Early Childhood Educator (Cert III)

St Nicholas Early Education centres provide high-quality early education services using best practice guidelines. Our goal is to facilitate each child's social, intellectual and physical development and education, in partnership with parents, carers and the broader community.

We are also committed to supporting our educators advance in their careers and offer opportunities for them to learn and strengthen their knowledge and skills through strength based training and appraisals. Our leaders also provide hands on support and encourage professional development of all team members, with a focus on consistency and stability.

We currently have a unique opportunity for a **Trainee (Certificate III) Early Childhood Educator**. This position is perfect for a candidate who is passionate about pursuing a career within Early Education and Care and joining a successful prosperous organisation.

The successful candidate will have a positive attitude, a desire to learn and constantly improve, be receptive to constructive feedback as well as having the ability to take initiative and be a role model for other learners.

Benefits

- On the job training by qualified and dedicated professionals
- Access to a growing organisation with training and future job opportunities at 11 Early Education Centres
- Bishop's Leave, which is three days of additional leave between Christmas and New Year annually
- Paid Parental Leave
- Discounted childcare fees
- Corporate benefits, including EAP, Flu injections, reduced gym membership, reduced healthcare, amongst others.

Essential Criteria

- Willingness to undertake the Certificate III in Early Childhood Education and Care Work-based Traineeship CHC30121
- Computer literacy in order to document examples of learning stories
- Working With Children Check verification number (or willingness to obtain)
- Willing to obtain a National Police check

If you genuinely want to challenge yourself, have a rewarding career and become the best Educator you can be, **APPLY** now.

****Please note** that by not addressing the selection criteria may affect your application and you may not be shortlisted.**

For further information please contact St Nicholas Early Education via email EE.HRMailbox@stnicholasmn.org.au.

Additional Information

This position involves working with children. The appointment of successful applicants will be subject to satisfactory employment screening for child-related employment including the completion of a National Police Check, retention of a valid Working with Children Check and adoption and compliance with our Child Safeguarding Policy and Code of Conduct.

St Nicholas Early Education promotes the safety and wellbeing of children from culturally or linguistically diverse backgrounds and encourages applications from people from culturally or linguistically diverse background.

St Nicholas Early Education promotes the safety and wellbeing of Aboriginal and Torres Strait Islander children and encourages applications from Aboriginal and Torres Strait Islander peoples.



Dump Truck Traineeship

About the role:

Do you have enthusiasm, a commitment to safety and want to improve your career options? We are seeking applications from those who would like to undertake a 12-month Dump Truck Traineeship program, at a local Hunter Valley Mine.

Successful applicants will be employed by WorkPac and will join the production team at a local mine site as a Trainee Dump Truck Operator.

Due to the high demand of applications, only those progressing to the next stage of the recruitment process will be contacted in the coming weeks. Phone calls will be directed to apply online only.**

What you will be doing:

- To be a member of our team, you will have a high regard for the value of teamwork, a strong work ethic to ensure all goals of the client are met, by acting with honesty and integrity.
- You will need to demonstrate you are the type of person who will take personal accountability and responsibility for your actions.
- We are looking for people who will strive to work towards meeting or exceeding the clients business plan targets.
- Willing to work a 4 Panel Rotating Roster

What you need:

- Current Drivers licence
- Complete a full Order 43 Medical & Drug Test
- **Provide a residential address located within 80km of Muswellbrook**
- Provide 2 recent work place references

About WorkPac

WorkPac is Australia's leading, privately owned recruitment provider to the mining, construction, engineering, oil and gas and healthcare sectors. We are proud to partner with some of the country's leading companies to deliver rewarding career opportunities. Looking after our employees is important to us.

Apply Now

Click on the apply button or for more information Contact:

Name: Rebecca Cooper

WorkPac: [02 6571 8911](tel:0265718911)

Job Reference Number: [7220J20213453](#)

At WorkPac, we recognise we are strengthened by diversity. We are committed to providing a work environment in which everyone is included, treated fairly and with respect. We are an Equal Opportunity employer, and we encourage applications from women and Indigenous people.

Youth Links



6th December 2021

LIKE us on



Traineeship

Traineeship in Real Estate/Property Services

Why not start your career in Real Estate Admin & Property Management role in an Award Winning Rural Agency?

At Ray White Rural Dungog & Clarence Town, we strongly believe in offering all our staff a career path, not just a job.

As long as you have a **"Can Do Attitude"** and a **"Willingness to Learn"**, we can teach you the rest.

We are looking for an individual, who is highly motivated, eager to learn, possesses a professional attitude and are genuinely committed to developing a career.....we are not looking for someone who just wants a job!

We will be offering a traineeship to the person who:

- Has outstanding customer service and communication skills both on the phone and face to face.
- Is compliant and enjoys doing things the right way!
- Highly accountable and looking to work with others with similar values and work ethic.
- Is immaculately presented and is able to conduct themselves in a professional manner.
- Has strong computer skills and attention to detail.
- Is available for an immediate start.
- Must have a current drivers license.

Prior to attending an interview – you should first review our website www.raywhiterurallifestylesydney.com.au so that you are familiar with our company.

Please email your expression of interest along with an updated CV & Resume to hvpm@raywhite.com.

All applications will be treated in the strictest confidence. Only those applications that meet the criteria of the position description will be offered an interview. No recruiters please!

Business Trainee

We are currently seeking applications from individuals seeking a career in Business and Office Administration. The positions available would ideally suit someone looking to start their career through learning and achieving a Qualification.

Opportunities Available in :

Maitland

- **Newcastle**
- **We are looking for someone who can demonstrate:**

Confident communication skills;

- A passion for talking to people;
- Strong attention to detail;
- Ability to work within a team environment and autonomously;
- Professional presentation;
- Driver's license and transportation and able to reliably travel to the area required;
- Completion of HSC or equivalent;
- Previous work experience within a customer service environment;

You must be able to commit to a 12-month traineeship.

Apply now with a cover letter and your resume!

Candidates who have previously completed a Certificate III in Business will not be eligible in this instance

6th December 2021

LIKE us on



Traineeship

2022 Industrial Spray-Painting Traineeship

What's in it for me?

Being a HVTC trainee opens the door to working for industry leaders via our key connections with major local employers.

Being a HVTC trainee means you have ongoing job security! Our network of Host Employers means we can offer rotations to ensure you can fulfil your education and training requirements; Become qualified without getting yourself into debt and actually earning an income!

Throughout your traineeship, you will be able to take advantage of our exclusive employee benefits, which include:

- One-on-one coaching and development from a dedicated mentor
- Individual and group safety training with our team of experts
- Discounted health insurance
- Discounted gym memberships
- Alumni program to support you post qualification
- Reward and recognition programs
- Commbank Workplace Banking Program to give you financial advice (and retail discounts!)
- Health and Wellbeing initiatives, campaigns, and competitions through HVTC's Committee (there might even be some prizes up for grabs!).
- 24/7 confidential counselling through our Employee Assistance Program (EAP) provider

What you'll be doing...

You will complete a [Certificate III in Surface Preparation and Coating Application](#) over 36 months through a combination of formal training with a Registered Training Organisation (RTO) and practical on-the-job experience with the Host Employer.

Throughout your formal training and practical experience in the workplace, you will have the opportunity to:

- Conduct painting and blasting
- Assist in maintaining a clean and tidy working environment
- Assist to turn steel
- Work within the workshop to carry out duties
- Assist qualified tradesman to carry out duties within the skills, competencies and ability of an apprentice

What you'll bring to the table...

To be successful in this role, you'll need to meet the following selection criteria:

- Ability to work as part of a team
- Commitment to both on and off the job training
- A can-do attitude and willingness to learn
- Ability to work safely and follow instructions
- Strong communication skills
- Whitecard
- Current Drivers Licence (P1 or above)
- Current NSW National Police Check, or willingness to obtain
- Willingness to undergo a medical including drug & alcohol screening

If you have any questions about this role please contact Pamela Wong on [02 4932 4222](tel:0249324222).

Applications close 1st December 2021

Traineeship Administration Respite & Community Participation Coordinator

About Prospect Hill

There is a straightforward Aussie truth behind the success of Prospect Hill: Everyone has the right to a fair go, no exceptions. As one of Australia's longest serving NDIS support providers, the team at Prospect Hill has a promise to support participants to live life in their way, to be the heart and soul of their home and community, and not to be a rostering problem for providers.

About the role

The Trainee Respite & Community Participation Coordinator is a role responsible for managing and planning day programs, intake of emergency respite, communication participation and liaising with family and Co-ordinator of supports. The role is a key part of Prospect Hill's consensus-driven "brains trust" that works to solve problems on a daily basis. You absolutely must be a team player and fluent communicator of critical information to your team and colleagues.

Key Responsibilities

- Tracking referrals and outcomes according to Prospect Hill's and the NDIS' record keeping requirements
- Ensuring that all necessary documentation is received, acted upon, and stored according to Prospect Hill policies, and procedures
- Formulate and submit detailed, quotes for community access.
- Providing the agenda and minutes for the weekly community participant intake meeting with all relevant parties and updating the relevant directories
- Liaise with internal & external stakeholders to build strong relationships to promote future placement referrals and assist in identifying suitable placements
- Develop and maintain strong professional relationships with governing bodies and guardians (Office of the Public Guardian, Official Community Visitor program, NDIS stakeholders, participant parents / guardians, Co-ordinators of Support)

Skills & Experience

- Strong written and verbal communication skills and the ability to build relationships quickly
- Current Drivers Licence
- Successful candidates will be required to clear a NDIS Working Screening Clearance

What is a Traineeship?

A Traineeship is a combination of full-time paid work and a Nationally Recognised Qualification. This opportunity is a 24-month Certificate IV Traineeship, and we are looking for candidates who can commit to the entire 24 months and beyond.

6th December 2021

LIKE us on
Traineeship



Receptionist-Trainee Certificate 4 Real Estate (Agency)

We are getting ready to open a new office and so require 2 new people to join our Reception Team that would like to eventually progress into a Real Estate Career.

We are currently seeking individuals that are particular in their grooming and presentation, are reliable, have big warm and welcoming personality and a LOVE of people.

We are a forward thinking agency with around 50 team members who do things differently.

We have a culture that focuses on where we are going and finding ways we can achieve our goals.

The role is essentially customer service comprising of telephone and front of house reception and basic admin. tasks, supporting our agents (and serving great coffee) with the ability to complete a registered traineeship in Certificate 4 in Real Estate (Agency) that will provide the required qualification to apply for a Class 2 Real Estate License.

This is a business that is open 8am to 7pm Monday to Friday, 8.30am-5.30pm Saturday, Sunday and Public Holidays.

The position is full time, and offers a 5 day roster, (with a rotation roster sharing early and late shifts, Saturday and Sundays) Our offices are located at Boolaroo, Broadmeadow and Warners Bay.

You will be surrounded by a team of outstanding and supportive people and an environment where working hard and having fun go hand in hand.

The knowledge you will learn of the real estate industry, will provide you with the ability to advance your career should you choose to. Opportunities to progress into Property Management, Sales or Our Client Service team may be offered to suitable candidates on completion of the Traineeship.

If you would like to join a team who achieve outstanding results and are hugely successful then we would love to meet you.

You will need to have

- Exceptional reliability
- Like fast paced high energy environments
- Basic computer skills, Microsoft Office (Outlook, Word) and we will train you on our software.
- Impeccable spelling and grammar
- An ability to be a master of juggling competing priorities
- Have an insatiable LOVE of people with a desire to make them feel like the most important person in the world.
- Have a bright and bubbly phone manner, so people can hear the smile in your voice.
- The ability to make a great coffee or be willing to be trained to barista standard.
- A positive, approach to your tasks and each new day.
- Immaculate, refined, neat and tidy appearance, (consider the way flight attendants present).

To find out more please apply via SEEK with your resume and a brief summary of why this sounds like the perfect role for you

6th December 2021

LIKE us on



Traineeship

Retail Food - Cert III Government Traineeship

About us

A local family owned and operated company. Henny Penny is based in Newcastle and the Hunter region with outlets ranging from Salamander Bay to Warner's Bay and has been trading since 1968. Local and Proud of it.

Qualifications & experience

- Full on the job training provided.
- No prior experience necessary, however working with food would be considered an advantage.

Tasks & responsibilities

- Preparation and service of food, maintaining store cleanliness.
- Taking on responsibilities of operating a Quick Service Restaurant.
- Learning the responsibilities of staff delegation.
- Learning opening and closing procedures of the outlet.
- Working with computers and register systems.
- Will be trained in the day-to-day running of the store including Stocktaking, Rostering and Ordering.
- Customer service.

Benefits

- Superannuation provided.
- Working towards the completion of a Cert III in Retail with possibility of Cert IV.
- Gain valuable experience working with food in a team environment.

Administration Trainee

About us

Vision Homes is a residential construction company based in the Maitland NSW. We build a variety of home styles to suit our clients needs.

Qualifications & experience

- Limited relevant experience in business administration is needed as initially you will be working under close direction using established practices, procedures and instructions.

Tasks & responsibilities

Reception duties and various administration tasks • Meeting and greeting clients into the office • Printing and scanning documents • Providing first class customer service • Distribute and store correspondence • Manage office supplies stock and place orders

Benefits

We are looking for a candidate who is wanting to gain practical on the job experience whilst receiving extensive training and a Certificate III in Business.

6th December 2021

LIKE us on
Traineeship



Certificate Three Traineeship

We are looking for a dynamic and enthusiastic learner who is excited about commencing their career in Early Childhood Education and Care.

This is an opportunity to gain a qualification whilst working in a most rewarding profession. The Cert III Traineeship is a 12 month program and further career opportunities may be available to successful candidates.

We provide a friendly atmosphere where you feel valued, appreciated and ideas are welcome.

The suitable applicant will complete a Certificate III in Children's Services whilst they gain hands on practical experience and mentoring from the existing team of educators.

You will need a great work ethic and committed to completing the course as well as caring for young children.

The successful candidate must be willing to be part of a team and show enthusiasm.

Demonstrate a passion for working with children and caring to their needs

Create a supportive, stimulating and secure learning environment for the children.

Develop positive and caring relationships with the children and their families.

This qualification is fully funded by the employer and you will be provided with regular study time during your roster.

All applicants must be 18 years or over and you will need to apply for a Working with Children Check prior to commencement.

As this is a traineeship position, no other previous experience is necessary.

Joining the Cardiff ELC Family, we'll give you a great place to work, incredible colleagues and benefits that include:

- A focus on Professional Development and Training
- Paid First Aid & CPR Training
- Paid Birthday Leave
- Long Service Awards
- Monthly Employee Appreciation Awards and Morning Teas
- Staff Mentoring Programs
- Employee Assistance Program, including access to Health and Wellness programs
- Employee Referral Bonus Program
- Fantastic Career Advancement Opportunities to grow your career with us!
- Uniform Provided
- 20% Staff Discount

Don't miss this opportunity if you're looking to work for an organisation which offers a professional and supportive culture which HIGHLY values developing our employee's careers and future success in childcare.

Please note, only shortlisted candidates will be contacted.

Please click the apply now button to apply.

6th December 2021

LIKE us on



Traineeship

Certificate III Trainees - Cardiff

Tillys Play and Development Centres are a family owned business that has been providing high quality care and education for children birth to 12 years since 1994.

We are currently looking for a 2 Certificate III in Early Childhood Education and Care trainees who is excited to learn and are passionate about Early Childhood Education and Care.

The trainee position is at our Cardiff centre as we are increasing our educator to child ratios to be above regulatory requirements.

Mature age applicants encouraged to apply.

Working with us will see the following benefits:

- * 5 days per week - 38 hours
- * Wages paid at CSE Level 1.1 (\$20.80/hour)
- * Learn from a team of dedicated educators to create a stimulating, positive and inclusive environment.
- * A nurturing work environment that encourages personal and professional development.
- * Tillys Play and Development centres are highly regarded and renowned in the industry for our commitment to providing exceptional care and education to children and for giving extensive support and opportunities to all our staff.
- * Complimentary uniform.
- * Replaced time off the floor for study
- * Excellent facilities and resources.
- * Laptops/computers and iPads in each room for educators.
- * Monthly staff incentives including free movie tickets and gift vouchers.
- * Paid team meetings.

Essential Requirements

- * Must flexible with shift times and days available
- * Passion, enthusiasm and a strong commitment to high quality care and education
- * A commitment to learning and completing your studies
- * Be enthusiastic, motivated, professional, flexible, and reliable
- * You must be committed to your professional development (dedicated on the job study time, training programs, workshops and team networking are also provided)
- * Ability to form and maintain professional relationships with families, children and other Educators
- * Current Working with Children Check - we can help you with this before you start
- * Professional standard of written and verbal communication

You must include in your application a short cover letter outlining why a traineeship in this industry is a qualification you would like to pursue.

Thank you for your interest, we will contact you if we are able to invite you for an interview. Only shortlisted candidates will be contacted.

6th December 2021

LIKE us on



Traineeship

Civil Design Officer Trainee

About the Opportunity

Maitland City Council's **Pathways program** is a fantastic way to kick-start your career and gain professional experience in local government!

Commencing in January 2022, for a period of **two years**, our **Civil Design Officer Trainee** will work within our Design team to assist with the delivery of civil engineering design projects, provide accurate and efficient design documentation and advice for projects and works which are compliant with relevant standards, legislation, and budgets. A key part of your role will be to prepare concept and details design plans including use of 2D & 3D modelling for minor/simple civil infrastructure projects.

This traineeship provides an opportunity for the successful candidate to gain practical on the job experience, whilst also obtaining tertiary qualifications through TAFE NSW completing a Certificate IV in Civil Construction Design. Maitland Council will provide you an opportunity to develop your skills, knowledge, and experience across a range of functions.

About you

To be successful in this role you will possess:

- Eligibility to complete a traineeship (please read role charter to make sure you are eligible before applying)
- Genuine interest in civil design and engineering
- Effective verbal and written communication skills
- Willingness to learn and demonstrated initiative
- Provisional or full licence by the commencement of employment (January 2022).

This role will be suitable for those who have recently completed high school, as well as any candidates who may be looking for a change of career and an opportunity to gain experience in local government!

Benefits

This is a temporary full-time role with a salary range of \$19,854 up to \$40,383 per year depending on age/ years out of High School, including 10% p.a. super. Council also covers the cost of all TAFE fees and gives trainees access to staff benefits such as flexible working arrangements & fitness passport.

Questions?

If after reading the role charter you have any questions, please contact Tiarne Cecil, Learning & Development Advisor, on [02 4934 9878](tel:0249349878). More information regarding Council's Pathways Program can be viewed via <https://www.maitland.nsw.gov.au/pathways-program>.

Applications close: **Sunday 5 December 2021**

To Apply

To apply for this opportunity, please click 'Apply Now' and submit your resume, cover letter and qualifications. In the application process for this role, you will be required to address **three targeted questions**, with each response limited to 400 words, in place of addressing the entire essential criteria.

What happens next?

Once applications close, we will review all candidates' details against the targeted questions and will be back in touch with you to advise the status of your application.

Please note, prior to an offer of employment being made, recommended candidates will be required to undertake a medical assessment (including drug and alcohol testing). Council also completes a range of other pre-employment checks which may include reference checks, employment history checks (past 5 years), psychometric testing or a criminal history check. For more information about the recruitment process, visit our website and search 'work with us'.

6th December 2021

LIKE us on



Traineeship

Hospitality Traineeship - Bombah Point Cottages

HTN is Australia's largest group employer of hospitality, tourism and food service apprentices and trainees. We are a trusted company who work with a network of highly successful businesses, restaurants and chefs to provide you with a unique opportunity to undertake your career.

Hospitality Traineeship – about the role

As the hospitality trainee you will gain a variety of hospitality skills whilst completing the following duties but not limited to;

- Servicing Cottages - Cleaning and Upkeep
- Maintaining communal areas of the retreat such as kitchen, Group lounge/Dining area & games room.

Work Environment:

Bombah Point Cottages - is a 4.5 star retreat for the eco-conscious traveller. Situated beside Myall Lakes National Park, between Hawks Nest/Tea Gardens & Seal Rocks. Bombah Point Eco Cottages is built on ecologically sustainable principles and we are dedicated to maintaining the unique natural environment.

Due to the location of the position a Drivers Licence is required.

Eligibility

To be eligible to work as an apprentice or trainee in NSW you must either have:

- Australian Citizenship
- Australian Permanent Residency
- New Zealand Passport Holder residing in Australia for more than six months

This position would also be suitable for individuals interested in hospitality and cleaning.

**** HTN are handling all applications for this position...Please apply here! ****

Business Trainee Receptionist

Our Client is seeking a **Business Trainee Receptionist** to join their **Newcastle based** organisation with a view to completing a 12 month Traineeship and possible career pathway thereafter. This is a fantastic opportunity with a National organisation where you will learn a variety of skills across Reception and Administration.

As **Trainee Receptionist** you are first point of contact, both Telephone and Face to Face and will be relied upon to represent the business in a professional manner in a fast paced, busy environment.

You will need a strong willingness to be mentored, have self-confidence with the capacity to communicate and be prepared to complete your studies as part of your employment. You will work fulltime hours Monday to Friday whilst completing a **Business Traineeship** during business hours.

Your position will entail responsibilities such as:

Telephone – answering, transferring, taking messages

- Meeting and Greeting visitors – maintaining and monitoring visiting signing in/out book
- General Administration – scanning, correspondence, mail collation & distribution
- Ensuring stationery and amenity stock levels are ample
- Preparing meeting rooms including overseeing bookings etc.
- Updating systems – learning industry specific database, MS Office, Data Entry

• How to apply:

A cover letter expressing your interest in this role is essential

- A **current resume** which would include your Contact Details, Work History, Year & Level of education - Completion of Year 12 essential and any other qualifications obtained

As this is an **entry level / junior position** the salary will reflect same.

The successful candidate will be prepared to undergo a National Police Check as part of their application.

Please note : Candidates who have previously completed a *Certificate III qualification or higher will not be eligible in this instance.*

We encourage people of Aboriginal and Torres Strait Islander background and people with disability to apply.

Applications close November 27, 2021.



Trainee Disability Support Workers - Career Change - Multiple Positions

Apprenticeship Careers Australia is implementing a NSW Government initiative, More Jobs More Care (MJMC), which is a state-wide talent development program to develop the skills of individuals wishing to become Disability Support Workers and then provide the opportunity for ongoing employment of trained individuals who will support people with disabilities fulfil their NDIS Plans.

Our Newcastle/Hunter MJMC team are working with our valuable client, Brighter Access, who have several jobs across differing locations, including the Newcastle, Lake Mac and Hunter areas for people wishing to commence their support worker career.

Indigenous opportunities also available via our project partner Yilabara.

Prior to being considered for employment, you will need undertake a free, short, pre-employment training program designed to give you the initial nationally recognised competencies to move straight into the disability support sector with confidence.

We will also pay for your First Aid Certificate training, and reimburse you for the mandatory Police Check, NDIS Check and the Working with Children Check once you commence the training.

The program will be delivered by one of nationally accredited and government approved Registered Training Organisations and is completely free of charge and includes:

- Comply with Infection Control
- Safe Work Practices for Direct Client Care
- Communicate & Work in Health & Community Services
- Provide First Aid
- Provide Individualised Support

No prior experience is necessary and our MJMC team will provide ongoing mentoring and support once you gain employment, post your course completion.

Permanent, full and part time job opportunities available along with Traineeships which will lead to a nationally recognised Certificate III qualification.

You can make a real difference in an individual's quality of life and embark on a career in a job growth sector.

To register your interest then please submit your application via the "apply" button. No cover letter required.

6th December 2021

LIKE us on
Traineeship



Early Childhood Trainee

About the business

Hunter Early Childhood Centre is a community owned and not-for-profit organisation providing quality education and care for children ages 6 weeks to 6 years, 46 children per day. Supported by the board of directors, HECC works to provide a quality educational childcare and preschool to families in Newcastle in a safe and secure environment that focuses on family partnerships, child centered practices and sustainable initiatives.

Please find our website for further information: <https://hecc.org.au/>

About the role

We are looking for an enthusiastic educator wanting to obtain their Certificate 3 - Early Childhood Education and Care through on the floor workplace training from January - December 2022.

The role includes;

- Full Time contracted employment for a 12 month term
- On the floor experience as you work toward your qualification
- Gain experience in all aspects of the service operations from day to day engagement with children, programming and documentation, food preparation and cleaning duties
- Supported off the floor time to complete study
- A workplace mentor to support you and provide feedback

Benefits and perks

- Supportive management team and leadership
- Supportive team culture
- Parking on site
- 4 day working week with rostered day off each week
- Paid lunch break

Skills and experience

- Working With Children Check
- Be a flexible and reliable team member
- Be able to work between the hours of 7am - 6pm Monday to Friday
- Love educating and supporting children through their early childhood years
- Ability to work collaboratively with a team of highly experienced educators
- An all rounder with the focus on positive child and family relationships
- Opportunity for future employment (Casual pool, Part time, Full time)

If you have a positive attitude are flexible and wanting to come on board with Newcastle's longest operational childcare centre, we would love to hear from you!

Aboriginal and Torres Strait Islander People are encouraged to apply.

ECEC staff across the state are required to have received two doses of COVID-19 vaccination by 8 November 2021.

6th December 2021

LIKE us on



Traineeship

Business Administration Traineeships

Done with school or keen to get some experience, earn some cash and gain a competitive edge for your career? This is for you!
About the position

We've got several super versatile opportunities for motivated and friendly people that are ready to learn.

We're looking for Business Administration and/or Reception Trainees that are keen to become reception, administration or business legends!

We have multiple host employers wanting Business Administration Trainees, so we're looking for about 4-8 people to start straight away! Some of these host employers are Medical Centres, Engineers, Occupational Therapists, Real Estate Agents, Solicitors, Accountants, Builders, Electricians etc. New host employers pop-up every week and they each want someone with slightly different skills, so if business administration is where you want to start your career, than you 100% need to send us your resume and cover letter now!

What to expect

Often there is a perception that admin or reception can be an easy gig but in actual fact, it can be really demanding and fast-paced. On any given day, you could be doing things like answering multiple phone calls, sending emails, doing paperwork, organising schedules, making appointments, data entry and so on. It all varies depending on your host employer's business.

How long will it take and what's the wage?

A Business Traineeship normally takes 12-24 months to complete. In the end, you come out with a nationally accredited Certificate III or IV in Business. From here, you can continue your studies or jump straight into the workforce with your new skills glowing on your resume.

Trainees get paid the standard award wage (as stipulated by the Fair Work Ombudsman). It's certainly not millions but you do get to earn while you learn instead of racking up an enormous HECS debt that'll take years to pay back! PLUS, you will be full time, and that means getting paid holidays!

Who we're looking for

All you need to get started is a good attitude, motivation and a genuine willingness to learn and help the team. These are quality opportunities to gain valuable experience and get your career kick-started! So, if you're reliable, committed to studying some more (by doing a Certificate III or IV), and keen for something new, we want to hear from you!

What skills will I learn?

One of the best parts about a Business or Business Administration Traineeship is the absolute buck load of transferable life skills you learn. Some of these are:

- Problem solving skills
- A heightened attention to detail
- Confidence communicating to different kinds of people
- Customer service and people skills
- Organisational and time management skills
- Proficiency in managing files (digitally and paper-based)

All about GTO and how this job works

Novaskill is a Group Training Organisation (GTO) which means there is a massive team of people in our business that are 100% dedicated to recruiting, mentoring and carefully matching apprentices and trainees with 'host' businesses. In a nutshell, we will be your legal employer; we pay you, we set you up with TAFE (or whatever RTO you need to do your training through, often this is also us) and we ensure you have everything you need to succeed in your traineeship.

The place you physically go to every day, is called your 'host employer'. It's their job to provide you with on-the-job support and training. It sounds complicated but it's really not. It's an awesome set up because you have support from two businesses (which maximises your chance of finishing fast), you get all the organisations stuff taken care of for you, and peace of mind knowing that we've been doing this for over 40 years.

If you feel like we're your people and you have a good attitude with a killer work ethic, please apply ASAP with your resume and cover letter.

Still got questions? Contact our Group Training Team on [\(02\) 4906 6700](tel:0249066700) or email recruitment@novaskill.com.au.

Please be aware that most of our host employers require you to have a P1 or above drivers' license.

We are a proud equal opportunity employer and encourage all persons to apply. Unfortunately, due to the high volume of applications, we are only able to contact shortlisted candidates.

6th December 2021

LIKE us on
Traineeship



Trainee - Hose Technician

About the role

Trainee Position - build your future with Hydraulink Australia!

Opportunity to join our team – develop the skills to be a great hose technician

- Learn from the experienced team members, with time in the field and working in our services centers.
- Once you've got the skills, be promoted to a full-time hose technician.

Whatever you do, you're a bit of a petrol head and you'll be in your element in this role, applying your proven automotive or mechanical skills to learn how to deliver a high-quality install, repair and maintenance service to a diverse range of customers. And while you're great with tools, you'll also be just as great with people – a natural relationship builder who can earn trust and develop long term relationships with our customers.

At heart you will have a passion for providing exceptional customer service, have an eye for detail and have strong time management capabilities. You are also not afraid to stretch yourself, to learn new skills!

With our new state of the art Learning Academy and Nationally Accredited Competency - Based Training Program, Hydraulink will train you with the skills and knowledge you need to hit the road with a future career in Mobile Hose Technician work.

You will join our experienced Mobile Service Technicians so you can learn the ins and outs, but ideally you will see yourself out on the road by yourself within 12 months!

In addition, you get:

- A great commission scheme to reward your extra effort once you hit the road!
- Company provided working vehicle once you are fully ready to go out on your own!
- Nationally recognised training certification
- A great social environment including employee conferences

About the person

You could be a mechanic, a fitter welder looking for a change of direction or a "tradie" stuck in a workshop wanting an opportunity to get out and do more. You may also be coming close to finishing trade in a similar area looking for your first job! Whoever you are, at your core, you are a natural with machines and love to get them working.

So, to recap:

- Would suit an individual with strong fitting, welding and general mechanical skills or a desire to learn these skills.
- Ability to work with customers
- A willingness to build and maintain customer relationships
- Self-motivated with great initiative – self starter
- Sound computer skills Word / Excel / Outlook
- The ability and willingness to undertake on call work (in future)

About the company

At Hydraulink we like to keep things moving, it's in our DNA. After all we are a leading multinational hose and fittings brand with a huge network in Australia, New Zealand and Asia Pacific.

We have driven that service reach on a unique blend of company branches, owner-operator/franchisees and distributors. Hydraulink's combined knowledge base can assist with anything from breakdowns to full installations.

We are building on over 75 years of success, and constantly looking at what's next to drive the future for us, and to deliver for our customers. This is where you come in.

Applicants **MUST HAVE** Residency or valid working rights as well as a current driver's licence. A pre-employment medical (including drug and alcohol screen) may form part of our recruitment process.

Check us out at www.hydraulink.com



Junior Entry Level - Real Estate Reception Traineeship

We're looking for an enthusiastic school leaver who wishes to build a long and successful career in the Real Estate Industry as our new Rental Reception Trainee.

The successful applicant will be trained through a full time traineeship to ultimately be responsible for maintaining a high volume of quality customer service in a range of formats in this administration role, supporting both the Rental & Sale Departments and manning our reception area.

We are offering:

- A full-time position which includes a rotating Saturday morning roster
- Traineeship position – NO experience required
- A position where full on the job training is provided

As a Trainee your duties and training will include, but are not limited to;

- Maintaining a clean and safe office environment
- Answering and directing of incoming phone calls, taking detailed messages as needed
- Welcoming clients and assisting with their enquiries as required
- Maintaining in-office advertising stock levels
- Data entry
- Administrative support and reporting as required

Essential Requirements:

- I have excellent communication skills with attention to detail
- I enjoy providing exceptional customer service
- I am excited about building a career in real estate
- I am confident and vibrant
- Immaculate presentation with a professional and corporate image

This is a busy and varied role. Being proficient in the use of computers is essential.

We are looking for someone who has a positive work ethic, who can take this role and make it their own, initiative is welcomed.

The role is available **now** for the right candidate.

If you believe you will make for the ideal trainee here at Reece Realty, send your resume and cover letter outlining why you want a start in Real Estate to recruitment@reecerealty.com.au.

*Note: Interviews will commence immediately and only short listed applicants will be contacted for an interview.



Trainee Arborist

Impact Tree Solutions is a privately owned, family run vegetation management company, committed to offering a high standard of service to our clients. Based in Lake Macquarie, we conduct work in a broad range of areas, both urban and rural throughout Central Coast, Newcastle and the Hunter.

An excellent opportunity now exists for someone to learn the ropes and become a qualified arborist through our Traineeship.

Tree Experience is not necessary; however, the successful candidate must be reliable, hardworking, willing to learn and have a keen attitude and aptitude to get a job done.

Daily Responsibilities:

- Daily checks & maintenance on equipment & vehicles
- Tree pruning and removal from EWP & at ground level
- Completing work orders promptly & efficiently
- Picking up branches and feeding the chipper
- Raking small leaves up and blowing down the area to make it clean
- General paperwork

Essential Skills:

- Must be over 18 years old - to obtain High risk license
- Drivers license
- Reliable car
- Hold strong values on maintaining safe environments & quality of work
- Have a positive & motivated work ethic
- Be able to work in a team environment
- Willingness to learn and get in and have a go

Desirable Skills (not essential):

- MR license
- White Card
- First Aid Certificate

What we offer:

- A competitive hourly rate
- Stable work environment and conditions
- A company that strives on safety first & quality of works
- Opportunity to further develop your skill in the company

If you enjoy working outdoors in various conditions and can see yourself being a part of our team, please send your **cover letter** outlining the position you are applying for and your skills and experience with your **resume** to impacttreesolutions@outlook.com

6th December 2021

LIKE us on



Traineeship

Hospitality Traineeship - Bombah Point Cottages

HTN is Australia's largest group employer of hospitality, tourism and food service apprentices and trainees. We are a trusted company who work with a network of highly successful businesses, restaurants and chefs to provide you with a unique opportunity to undertake your career.

Hospitality Traineeship – about the role

As the hospitality trainee you will gain a variety of hospitality skills whilst completing the following duties but not limited to;

- Servicing Cottages - Cleaning and Upkeep
- Maintaining communal areas of the retreat such as kitchen, Group lounge/Dining area & games room.

Work Environment:

Bombah Point Cottages - is a 4.5 star retreat for the eco-conscious traveller. Situated beside Myall Lakes National Park, between Hawks Nest/Tea Gardens & Seal Rocks. Bombah Point Eco Cottages is built on ecologically sustainable principles and we are dedicated to maintaining the unique natural environment.

Due to the location of the position a Drivers Licence is required.

Eligibility

To be eligible to work as an apprentice or trainee in NSW you must either have:

- Australian Citizenship
- Australian Permanent Residency
- New Zealand Passport Holder residing in Australia for more than six months

This position would also be suitable for individuals interested in hospitality and cleaning.

**** HTN are handling all applications for this position...Please apply here! ****

Business Administration Traineeship

Newcastle MBA Group Training offers a unique alternative for individuals interested in obtaining full time employment and gaining a qualification. We deliver a scheme which ensures the sustainability of employment and training in the Newcastle & Hunter area. We specialise in providing quality Apprentices and Business Administration Trainees in the Building and Construction sector. The position we have available is for a Certificate III Office Administration Traineeship in a comfortable, fast-pace and fun environment. We are looking for employees that are committed, hardworking and reliable.

The successful candidate will have:

- Customer Service Experience
- Basic computer skills;
- Strong attention to detail and accuracy;
- Strong communication skills (written and verbal);
- Take pride in Personal Presentation
- The motivation to learn new things and follow instructions;
- Drivers License & Transport

Please do not apply if you do not meet the criteria mentioned.

Submit applications to:

Email: mbagtp@mbagtp.com.au

Website: www.mbagtp.com.au

Due to the high volume of applicants only suitable candidates will be contacted if required for an interview.



Trainee Disability Support Workers - Career Change - Multiple Positions

Apprenticeship Careers Australia is implementing a NSW Government initiative, More Jobs More Care (MJMC), which is a state-wide talent development program to develop the skills of individuals wishing to become Disability Support Workers and then provide the opportunity for ongoing employment of trained individuals who will support people with disabilities fulfil their NDIS Plans.

Our Newcastle/Hunter team have several jobs across several locations with one of our larger clients to provide immediate opportunities for people wishing to commence their support worker career.

Indigenous opportunities also available via our project partner Yilabara.

Prior to being considered for employment, you will need undertake a free, short, pre-employment training program designed to give you the initial nationally recognised competencies to move straight into the disability support sector with confidence.

We will also pay for your First Aid Certificate training, and reimburse you for the mandatory Police Check, NDIS Check and the Working with Children Check once you commence the training.

The program will be delivered by one of nationally accredited and government approved Registered Training Organisations and is completely free of charge and includes:

- Comply with Infection Control
- Safe Work Practices for Direct Client Care
- Communicate & Work in Health & Community Services
- Provide First Aid
- Provide Individualised Support

No prior experience is necessary and our MJMC team will provide ongoing mentoring and support once you gain employment, post your course completion.

Permanent full and part time job opportunities available along with Traineeships which will lead to a nationally recognised Certificate III qualification.

You can make a real difference in an individual's quality of life and embark on a career in a job growth sector.

To register your interest then please submit your application via the "apply" button. No cover letter required.

6th December 2021

LIKE us on



Traineeship

Certificate III Trainee - Waratah

Tillys Play and Development Centres are a family owned business that has been providing high quality care and education for children birth to 12 years since 1994.

We are currently looking for Certificate III Trainees in Early Childhood Education and Care who are excited to learn and are passionate about Early Childhood Education and Care.

The trainee positions are at our two Waratah centres as we are increasing our educator to child ratios to be above regulatory requirements.

Mature age applicants encouraged to apply.

Working with us will see the following benefits:

* Certificate III Trainee positions available

- 5 days per week - 38 hours
- 5 days per week - 38 hours
- 3 days per week - 22 hours
- 3 days per week - 22 hours

* Learn from a team of dedicated educators to create a stimulating, positive and inclusive environment.

* A nurturing work environment that encourages personal and professional development.

* Tillys Play and Development centres are highly regarded and renowned in the industry for our commitment to providing exceptional care and education to children and for giving extensive support and opportunities to all our staff.

* Complimentary uniform.

* Replaced time off the floor for study

* Excellent facilities and resources.

* Laptops/computers and iPads in each room for educators.

* Monthly staff incentives including free movie tickets and gift vouchers.

* Paid team meetings.

Essential Requirements

* Must flexible with shift times and days available

* Passion, enthusiasm and a strong commitment to high quality care and education

* A commitment to learning and completing your studies

* Be enthusiastic, motivated, professional, flexible, and reliable

* You must be committed to your professional development (dedicated on the job study time, training programs, workshops and team networking are also provided)

* Ability to form and maintain professional relationships with families, children and other Educators

* Current Working with Children Check - we can help you with this before you start

* Professional standard of written and verbal communication

You must include in your application a short cover letter outlining why a traineeship in this industry is a qualification you would like to pursue.

Thank you for your interest, we will contact you if we are able to invite you for an interview.

Only shortlisted candidates will be contacted.

6th December 2021

LIKE us on
Traineeship



Trainee Early Childhood Educator (Cert III)

St Nicholas Early Education centres provide high-quality early education services using best practice guidelines. Our goal is to facilitate each child's social, intellectual and physical development and education, in partnership with parents, carers and the broader community.

We are also committed to supporting our educators advance in their careers and offer opportunities for them to learn and strengthen their knowledge and skills through strength based training and appraisals. Our leaders also provide hands on support and encourage professional development of all team members, with a focus on consistency and stability.

We currently have a unique opportunity for a **Trainee (Certificate III) Early Childhood Educator**. This position is perfect for a candidate who is passionate about pursuing a career within Early Education and Care and joining a successful prosperous organisation.

The successful candidate will have a positive attitude, a desire to learn and constantly improve, be receptive to constructive feedback as well as having the ability to take initiative and be a role model for other learners.

Benefits

- On the job training by qualified and dedicated professionals
- Access to a growing organisation with training and future job opportunities at 11 Early Education Centres
- Bishop's Leave, which is three days of additional leave between Christmas and New Year annually
- Paid Parental Leave
- Discounted childcare fees
- Corporate benefits, including EAP, Flu injections, reduced gym membership, reduced healthcare, amongst others.

Essential Criteria

- Willingness to undertake the Certificate III in Early Childhood Education and Care Work-based Traineeship CHC30121
- Computer literacy in order to document examples of learning stories
- Working With Children Check verification number (or willingness to obtain)
- Willing to obtain a National Police check

If you genuinely want to challenge yourself, have a rewarding career and become the best Educator you can be, **APPLY** now.

****Please note** that by not addressing the selection criteria may affect your application and you may not be shortlisted.**

For further information please contact St Nicholas Early Education via email EE.HRMailbox@stnicholasmn.org.au.

Additional Information

This position involves working with children. The appointment of successful applicants will be subject to satisfactory employment screening for child-related employment including the completion of a National Police Check, retention of a valid Working with Children Check and adoption and compliance with our Child Safeguarding Policy and Code of Conduct.

St Nicholas Early Education promotes the safety and wellbeing of children from culturally or linguistically diverse backgrounds and encourages applications from people from culturally or linguistically diverse background.

St Nicholas Early Education promotes the safety and wellbeing of Aboriginal and Torres Strait Islander children and encourages applications from Aboriginal and Torres Strait Islander peoples.



Trainee Early Childhood Educator (Cert III)

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For further information please contact St Nicholas Early Education via email EE.HRMailbox@stnicholasmn.org.au.

6th December 2021

LIKE us on



Traineeship

The Bavarian/Beerhaus Apprenticeship and Traineeship Program

Hospitality Training Network (HTN) is Australia's largest group employer of hospitality, tourism and food service apprentices and trainees. We are a trusted company who work with a network of highly successful businesses, restaurants and chefs to provide you with a unique opportunity to undertake your career. We are excited to have launched a new The Bavarian Apprenticeship Training Program. We are thrilled to bring this program to life with Pacific Concepts and be able to develop future Chefs and upskill young talent. You will work with senior Chefs and a supportive team, have the leadership and guidance of a Culinary Mentor and be supported for the duration of your Apprenticeship or traineeship.

Hospitality Traineeship – Certificate III in Hospitality

This Traineeship reflects the role of individuals who have a range of well-developed front of house food and beverage service and sales skills combined with sound product knowledge.

You will gain a range of hands on experience and skills within the workplace whilst completing a Certificate III in Hospitality.

Apprentice Chef – Certificate III in Commercial Cookery

As an apprentice chef, you will work alongside qualified chefs assisting in all aspects of food preparation and presentation. This position provides the opportunity to learn and build experience in a commercial kitchen environment. We are looking for a passionate individual who is wanting to develop knowledge in commercial cookery. Most importantly working as an apprentice chef will give you the skills and knowledge to one day run your own kitchen!

This qualification provides the skills and knowledge for an individual to be competent as a qualified chef.

Work Environment: We are currently seeking an Apprentice and Trainee for the following locations.

The Bavarian (Charlestown) brings a German-inspired, Aussie-embraced dining experience. A unique blend of Bavarian-inspired diner and local pub, guests can enjoy good food, good beers, good times, and the best of both worlds at The Bavarian.

Beerhaus (Kotara) - The focus is on big-hitting flavours, including classic pub food with items ranging from roasts to ribs, to fish and chips, sensational, golden-crumbed chicken schnitzels, flavourful burgers, and big buckets of chicken wings with a choice of seven, spicy sauces.

Applicants must have a current RSA or be willing to obtain one.

Eligibility

To be eligible to work as an apprentice or trainee in QLD you must either have:

- Australian Citizenship
- Australian Permanent Residency

This position would also be suitable for individuals interested in cooking, and hospitality.

Please ensure an up to date Resume and Cover Letter is included stating which position you are applying for



Traineeship

Hospitality Traineeship - Bombah Point Cottages

HTN is Australia's largest group employer of hospitality, tourism and food service apprentices and trainees. We are a trusted company who work with a network of highly successful businesses, restaurants and chefs to provide you with a unique opportunity to undertake your career.

Hospitality Traineeship – about the role

As the hospitality trainee you will gain a variety of hospitality skills whilst completing the following duties but not limited to;

- Servicing Cottages - Cleaning and Upkeep
- Maintaining communal areas of the retreat such as kitchen, Group lounge/Dining area & games room.

Work Environment:

Bombah Point Cottages - is a 4.5 star retreat for the eco-conscious traveller. Situated beside Myall Lakes National Park, between Hawks Nest/Tea Gardens & Seal Rocks. Bombah Point Eco Cottages is built on ecologically sustainable principles and we are dedicated to maintaining the unique natural environment.

Due to the location of the position a Drivers Licence is required.

Eligibility

To be eligible to work as an apprentice or trainee in NSW you must either have:

- Australian Citizenship
- Australian Permanent Residency
- New Zealand Passport Holder residing in Australia for more than six months

This position would also be suitable for individuals interested in hospitality and cleaning.

**** HTN are handling all applications for this position...Please apply here! ****



Junior Workshop Assistant

Zacatak Lures is a local manufacturer of handcrafted game fishing lures, proudly sending products across the globe every day. Due to ongoing expansion, we're currently recruiting for a Junior Workshop Assistant to join our team. This is a critical hands-on role, assisting in the end-to-end manufacturing process.

The position is full-time (Monday - Friday) based in Corlette, NSW.

Previous experience is not required.

THE ROLE:

- Manufacture and assemble products to a high quality
- Process and package orders ready for shipping
- Stock replenishment
- Washing of vehicles
- General cleaning and housekeeping
- Ensure a safe and clean workplace is maintained at all times
- General administrative tasks

THE REQUIREMENTS:

- Physically fit
- Ability to check own work for quality
- Excellent eye for detail
- Good with hands / tools
- Must follow workplace instructions / procedures well
- Trustworthy and reliable
- Enthusiastic and motivated
- A great attitude!

THE BENEFITS:

- Weekday work with early finishes
- Work with a small friendly team in an air-conditioned, clean workshop
- Fast-growing company in fishing industry, selling globally
- Previous experience not required

Our ideal team member has a positive work ethic, mature outlook and view to long term employment. Previous experience in this type of work is not necessary, just a desire to learn and to create a quality product that is in demand worldwide. An interest in fishing is a bonus!

To learn more about Zacatak Lures visit www.zacatak.com

Applications should only be submitted via SEEK and will be considered as they are received. **PLEASE INCLUDE A COVER LETTER TO TELL US MORE ABOUT YOU.** Good luck!



Full Time

Office Administration Assistant - Located in Newcastle

Have you just finished high school and are looking for a job? Are you tired of seeing, experience required and never getting the chance to gain any? Apply now and get the chance to complete a Certificate III in Business and gain hands-on experience.

ARC provides **PAID** Entry Level Traineeships and has a position available for a **Full-Time Office Admin** role available. We are giving High school leavers or juniors the opportunity to complete a Certificate III in Business. By studying and working at the same time, not only will you gain a qualification but also the industry experience you can use anywhere.

You will learn how to:

- Answering phone calls
- Managing inboxes
- Handling customer enquiry
- Data entry and Administration duties
- Filing and scanning

What's in it for you:

1. Full time paid employment as a Legal Admin
2. Opportunity to gain a nationally recognised qualification in Business (No Student Fee)
3. On the job support and training

Requirements for this role:

- Great attention to detail
- Good verbal and written communication
- Computer literate – Word, Excel, Outlook
- Positive attitude & willingness to learn

If this sounds like the perfect start for you, apply NOW!

Eligibility:

- Must be an Australian/New Zealand citizen or Permanent Resident
- Must be able to work full time for at least 12 months

If you hold a qualification equal to or higher than a Certificate IV, you may not be eligible.



Singleton Retail Assistant

At ALDI, our people are the key to our success.

ALDI offer a supermarket experience that is like no other in Australia. Where else can you walk into a supermarket wanting to buy bread and milk and walk out with a trombone?

Luckily, to be a Retail Assistant at ALDI you don't need to be an expert trombone player. You will need to love to keep active and busy because our Retail Assistant role is so much more than sitting at a register. As a Retail Assistant at ALDI you'll be operating machinery, filling shelves, cleaning, checking product quality and tidying special buys. You don't need to be the Hulk, but the role is physical in nature, so you'll need to enjoy hands-on work!

Our stores are open every day of the week (including weekends and public holidays). Shifts can start as early as 6am and finish as late as 10pm, so they fit nicely around your study timetable or busy lifestyle! It's important that you are able to get to and from work safely, so you need access to reliable transport. Regardless of your previous experience a positive attitude, a hardworking spirit and the willingness to learn are what we are really looking for.

What's in it for you?

- Market leading remuneration - \$25.75 per hour+penalties*
- Rotating roster with an average of 15 hours per week
- Be a part of an international retailer
- Career progression opportunities in our growing store network
- Extensive training and development
- 4 weeks annual leave
- Work alongside friendly, passionate and supportive colleagues

You will be responsible for:

- Ensuring shelves are fully stocked with products
- Cleaning and maintaining store standards
- Operating manual pallet moving equipment
- Merchandising stock storewide
- Serving and assisting customers in a professional and efficient manner
- Operating registers and calculating change manually

If you're still reading and like what you see, go and put your application in with ALDI! (When you're done with your trombone lesson of course)

COVID-19 update

At ALDI we believe that our employees should expect to come to work every day with the comfort and confidence that they are in the safest possible environment. You will be required to adhere to all ALDI and State and Federal Government COVID-safe practices and regulations.

From March 1st 2022, a condition of ongoing employment with ALDI will be that employees are fully vaccinated against COVID-19 unless they have a valid exemption. This requirement will apply to all employees across stores, warehouse, transport and offices.

*Hourly rate for Retail Assistants over 18 years of age.



Retail Assistant Muswellbrook

At ALDI, our people are the key to our success.

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What's in it for you?

- Market leading remuneration - \$25.75 per hour+penalties*
- Rotating roster with an average of 10.5 hours per week
- Be a part of an international retailer
- Career progression opportunities in our growing store network
- Extensive training and development
- 4 weeks annual leave
- Work alongside friendly, passionate and supportive colleagues

You will be responsible for:

- Ensuring shelves are fully stocked with products
- Cleaning and maintaining store standards
- Operating manual pallet moving equipment
- Merchandising stock storewide
- Serving and assisting customers in a professional and efficient manner
- Operating registers and calculating change manually

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