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# Youth Links

25th March 2024

LIKE us on  
**Apprenticeship**



## 1st year Apprentice Air Conditioning & Refrigeration Mechanic & Electrician

Newage Air Conditioning has been trading in Newcastle since 1998, we are looking for a 1st Year Apprentice in both:

- Air Conditioning & Refrigeration Mechanic
- Electrician

The successful applicant will be required to have to following:

Current Drivers Licence & own transport (will need to attend tafe)

Good work ethics & willingness to learn

Excellent grades for Maths & English

To apply for either apprenticeship, please send a copy of your resume with cover letter to [admin@newageair.com.au](mailto:admin@newageair.com.au), any questions please call

[02 4956 5888](tel:0249565888).

## 2x Apprentice Mechanics Needed in Cessnock

### ABOUT THE ROLE

You will be joining and contributing to a dynamic team of skilled technicians and you will be an important part of the Express Lube team.

Paid to learn a trade and gain your qualifications. Learning to work on all makes and models.

The role will have you in the workshop working on vehicles and working closely with the workshop Foreman.

### SOME OF THE SPECIFICS

- The location is at our Cessnock store
  - Ensuring consistent quality controls on all work completed.
  - Store Hours: Monday to Friday 7.30am - 5.00pm, every 2nd Saturday 7.30am - 12.30pm
- If you are successful, as a part of our Express Lube family, you'll be a part of a unique team with a great community spirit and business that's growing fast!

We offer ongoing training and support to help you develop and grow your career with us combined with a strong work life balance and a great team environment.

### A BIT ABOUT YOU

Some things we'll look for in you:

- A desire to work in the automotive trade industry
  - Eager to learn the trade from Mechanics
  - Able to follow directions
  - A vibrant personality with enthusiasm to learn.
- Ability to complete and work with training organisation for theory component of apprenticeship



## Electrical Apprenticeships 2024

Complete a [Certificate III in Electrotechnology Electrician](#) over 48 months through a combination of formal training with a Registered Training Organisation (RTO) and practical on-the-job experience with our Host Employer, Origin Energy, located in Eraring.

### **Throughout your training, you will acquire a diverse skill set, including the ability to:**

- Configure circuits, control systems, and safety measures for various electrical installations.
- Conduct maintenance and testing of equipment and machinery.
- Engage in safety protocols and risk assessment practices.
- Fabricate, assemble, and disassemble utility industry components.
- Install, repair, and maintain electrical systems within the electricity production sector.
- Diagnose faults in equipment, both in workshop and on-site settings.
- Assist certified tradesmen in a secure working environment.
- Utilize an array of hand and power tools to execute your duties effectively.

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

- Drivers Licence P1 or above
- White Card (General Construction Induction)
- Cert II Electrotechnology Electrician – desired

### **Qualities we are seeking in an apprentice:**

- Ability to work as part of a team
- Commitment to both practical and theory training
- A can-do attitude and willingness to learn
- Ability to work safely and follow instructions
- Strong attention to detail
- Strong mathematical aptitude
- Demonstrated interest and passion for the Electrical Trade

### **Who you'll be working with:**

HVTC Hunter is an expert in the employment and training of apprentices and trainees. We believe skills change lives and that apprenticeships and traineeships can open doors to incredible careers. This is why we partner with businesses to match the right person with the right career.

During your apprenticeship, you'll be employed by us, while completing on-the-job training with our Host Employer, Origin Energy based in Eraring. We'll provide you with ongoing mentoring and support to help you achieve your career goals.



## Apprentice Heavy Vehicle Mechanic

We are currently looking for a Heavy Vehicle Apprentice to join our Newcastle Workshop. As an Apprentice, your primary objective is to actively participate in an apprenticeship program under the guidance of experienced technicians and mentors. This involves learning and mastering the fundamental principles of heavy vehicle mechanics, such as diagnosing mechanical issues, conducting routine inspections, performing scheduled maintenance tasks and utilising diagnostic tools and equipment effectively.

### **The Opportunity:**

- Work towards and complete a Cert III Heavy Vehicle Mechanical Technology - actively participate in training programs, workshops and educational opportunities enhance technical skills, expand knowledge and progress towards becoming a qualified Heavy Vehicle Mechanic.
- Full-time Permanent Position | Monday to Friday.
- Support technicians in performing routine maintenance tasks such as oil changes, filter replacements, tyre rotations and lubrication to ensure vehicles are operating efficiently.
- Diagnose and troubleshoot issues whilst learning technical skills.
- Maintain cleanliness and organisations along with adhering to safety procedures and guidelines.

### **What we are looking for:**

- A willingness to undertake the formal training requirements of this role.
- A person who appreciates and enhances a good work-culture, and displays exemplary ethics.
- A genuine interest in the heavy vehicle mechanical trade with a commitment to completing apprenticeship.

Eager to learn, develop and grow in their trade, with long term employment prospects beyond your apprenticeship.

### **Benefits:**

- Wide variety of modern fleet & specialised equipment with full size service pit.
- Uniforms supplied & professionally laundered.
- Workplace Benefits Program providing discounts to many major retailers.
- Health Fund discounts for single or family cover.
- Free access to our Employee Assistance Program, Mental Wellbeing Program and Workplace Banking Program.
- Recognition programs where you are rewarded for your contribution to the business.



## Apprentice Painter

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.

We believe that everyone can take up a career as a painter and an apprenticeship will ensure you receive formal training and hands-on experience in a supportive environment to succeed in the role.

### **Who are we**

Programmed Property Services is a leading provider of painting, signage and grounds maintenance services across a multitude of industries. Working with Programmed Property Services 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 person to join our team as a 1st year Apprentice Painter. Our painting work takes us to many interesting commercial sites and projects.

Working closely with a team of qualified painters, a project and branch manager and even other apprentices you will learn all facets of painting whilst being provided with a safe working environment.

Your week will incorporate learning the trade at Tafe and receiving hands-on experience on a customer site.

We will invest in you over the four-year apprenticeship so you can continue your career with us as a qualified painter and provide you with the opportunities to progress to be team leader or even a project manager or branch manager.

An apprenticeship can open up a world of possibilities.





## Apprentice Tyre Technician

### POSITION AVAILABLE NOW

Newcastle Tyrepower has an exciting new roles available for Apprentice Tyre Technician. Newcastle Tyrepower is a family owned and operated business which is built on trust and integrity. We are proud in what we do and value our customers experience whilst ensuring safety is priority. We are looking for a motivated and passionate individual to join our existing friendly team.

### Key Duties:

#### *Apprentice Tyre Technician*

- Young, motivated individual looking to complete their Certificate 1 in Automotive Tyre Servicing Technology
- Willingness to learn from current experienced Tyre Technician's
- Perform repairs, maintenance, and diagnostics on customer tyres and vehicles
- Identifying faults relating to vehicle stability and tyre wear.
- Safely Operating hoist and conducting road tests as required.
- General workshop maintenance and assistance with tyre fitting duties

### About you

- Technical/Automotive knowledge and willingness to commence relevant qualifications
- Passion for cars!
- You can work cooperatively in a team environment, but also confidently when unsupervised
- Willingness to learn from senior peers
- Knowledge and compliance of work health and safety practices
- Australian driver's licence (Required)
- Must be able to work Saturdays as required

### What we offer

- Full-time committed hours with competitive above award salary plus overtime
- Penalty rates apply to Saturday work
- Exclusive staff discounts on all our products and services
- Reward and recognition for your hard work
- Opportunity to work in a friendly, clean and well-equipped workshop whilst being surrounded by supportive and encouraging employees

Please submit your resume to [newcastle@tyrepower.com.au](mailto:newcastle@tyrepower.com.au)



## Windscreen Fitter Apprenticeship

If you are looking for a long-term career path with a reputable employer who is 100 years old in 2024, then, look no further!

O'Brien Glass have an exciting opportunity for you to begin your new career within the Auto Glass industry by joining our Muswellbrook Service Centre as an Apprentice Windscreen Fitter!

If you love delivering a first-class customer experience, have an excellent work ethic, want to receive supportive on the job training and receive a full qualification, then this is the right career for you!

- This is on the job learning with a very supportive Team and Management
- Complete the Apprenticeship within 3-4 years and receive the full qualification from the Registered Training Organisation (RTO)
- You will be paid on competency and not on tenure: eg. you could be paid Level 5 after 2 years but not receive your certification.
- Willing to stay employed after you have completed your Apprenticeship.

### **What you'll be doing:**

- Undergo the O'Brien Cert III in Automotive Glazing through our O'Brien® Auto Technician Skills Development Program
- This program is designed to develop Auto Technician capabilities to the level required to repair and replace glass on any type of motor vehicle to Australian standards.
- Learn how to complete windscreen re-calibrations for Advanced Driver Assistance Systems (ADAS)
- Undertake glass chip repairs
- Deliver an excellent experience to our customers
- Deliver the service in a professional and timely manner

### **What we are looking for:**

- Employees who are looking for long-term career opportunities
- Employees with a very strong work ethic
- Must be comfortable dealing with customers face to face and selling company products
- Have a true passion for delivering customer service excellence
- **MUST be able to drive Automatic and Manual vehicles!**
- Reliable, positive attitude and willingness to learn the trade
- Retail or automotive knowledge or experience is an advantage but not required.
- Strong attention to detail and accuracy
- A high level of self-awareness and desire for ongoing personal development
- Desire to succeed, with an energetic and enthusiastic approach.
- Demonstrates a commitment to achieve results and is positive in times of pressure.
- Good organisational & time management skills with the ability to prioritise conflicting tasks.
- Satisfactorily pass a pre-employment assessment including a drug and alcohol test
- Ongoing learning and development during and after your Apprenticeship
- Supportive team members and management
- Tools and uniform provided

# Youth Links

25th March 2024

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**Apprenticeship**



## Expressions of Interest | Apprenticeship Program 2025 | NSW Energy Coal

We are seeking expressions of interest for motivated and passionate people for our 2025 Apprenticeship Program in Maintenance at Mount Arthur Coal - BHP New South Wales Operations. We are offering a number of apprenticeship positions available in Muswellbrook commencing in December 2024.

Official advertisement will open on 29th April 2024. Communication and an application link will be emailed to you on this date.

In undertaking this 4 year Apprenticeship you can expect hands on industry-lead training and mentoring by BHP's talented workforce, first-rate working conditions, TAFE course enrolment, and a globally recognised qualification in your chosen trade on successful completion.

Embracing inclusion and diversity to create a vibrant culture that represents the communities in which we live, BHP is focused on high performance, safety, team work, strong Indigenous participation and gender balance.

Nationally Accredited Trades Certificates being offered may include:

- Electrical (Certificate III in Electrotechnology Electrician)
- Mechanical Fitting (Certificate III in Mobile Plant Technology)

What can BHP offer you?

- Hands on training with an Industry Leader
- Nationally accredited trade certificate in your chosen field including TAFE course enrolment
- Skills & experience to gain a career in the above trade industries
- Working as part of a collaborative & supportive environment
- Competitive remuneration package and employee benefits
- First-rate working conditions and development opportunities
- On the completion of your trade, potential opportunities for development across other sites Australia wide.

As these roles are residential, apprentices will be required to live within a safe distance from our mine site, aligned with our fatigue management policies. Please note accommodation and travel is not provided for these positions.

Supporting a diverse workforce

The size and magnitude of our business not only provides significant opportunity for professional development, but also attractive salary packages with performance based bonuses and a unique BHP employee share program.

At BHP, we recognise that 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.

We know there are many aspects of our employees' lives that are important, and work is only one of these, so we offer benefits to enable your work to fit with your life. These benefits include flexible working options, a generous paid parental leave policy, other extended leave entitlements and parent rooms.



# Youth Links

25th March 2024

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## APPRENTICESHIP

### About the Business

NSW (M&H) Air Conditioning is a well-established mechanical services contractor based in Beresfield. Performing work throughout the Newcastle and Sydney surrounds, we specialise in the design, supply, installation, service, and maintenance of commercial, industrial, and residential air conditioning equipment.

### About the Role

An exciting opportunity exists for someone looking to start an Apprenticeship in one of the following trades:

- Sheetmetal
- Refrigeration
- Electrician

Your apprenticeship will consist of;

- Four-year Apprenticeship working towards formal certification.
- On-the-job training with qualified and experienced technicians combined with formal study at an elected TAFE.
- Participate in workplace and work site rotations which allows you to experience a variety of work environments including all aspects of the trade.

Our apprenticeships give you the chance to work with several technicians to pick up all the tricks of the trade, all while completing a nationally recognized qualification. **You'll be learning and earning!**

### Essential Criteria

- Hold a current Drivers Licence and have own means of transport.
- White Card.
- Must be able to be part of a team, well mannered, presentable, and reliable.
- A High attention to detail, capacity to learn and great work ethic.
- Ability to follow instructions with a common-sense approach.
- Willingness to learn and commit to completing an apprenticeship.

If you think you have what it takes and are interested in taking the first step toward your new career, please email a cover letter and an up-to-date resume to [reception@nswaircon.com.au](mailto:reception@nswaircon.com.au)



## Apprentice Light Vehicle Mechanic

### **The Opportunity -**

Novaskill is currently partnered with Di Prinzie Concreting to offer a Light Vehicle Mechanic Apprenticeship, including training & ongoing mentoring from a welcoming team there to support your career building.

We're looking for those looking to start their traineeship!

You'll be completing a nationally recognised Certificate III in Light Vehicle Mechanical Technology whilst gaining experience & developing relationships in the Automotive & Vehicle Industry.

### **The Role will include –**

- Conducting all facets of preventative maintenance and repair of light vehicles including brakes, steering, suspension etc
- Ensure maximum asset availability
- Ensure Asset complies with company, client site Standards

### **Learnings -**

- Service body control and vehicle communication systems
- Diagnose issues with engine, steering, suspension, driveline, fuel, cooling, ignition, or brakes systems
- Repair vehicle components and systems
- Jump-start vehicles
- Use a variety of automotive tools and equipment
- Follow Work Health & Safety (WHS) procedures

### **Outcomes –**

- Experience using automotive tools and equipment
- Techniques to service, diagnose and repair vehicles
- Exposure to working in real and simulated mechanical workshops
- The ability to apply for your motor vehicle tradesperson certificate
- A strong pathway to continue your study and enhance your career opportunities

### **Apprenticeship Suitability Recommendations –**

To succeed in this apprenticeship, we recommend you have –

- Good hand-eye coordination
- An interest in learning how components and systems work on a vehicle
- A basic level of physical fitness
- Language, Literacy and Numeracy (LLN) at a Year 10 high school level
- Ability to work well as part of a team
- Commitment to safety



## Apprentice Maintenance Fitter

### **Export Beef Processing Facility**

- **Permanent Opportunity**
- **Private family owned business**

#### **Your new company**

E.C. Throsby is a family owned and operated 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 join a close-knit Maintenance team, 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
- Above award wages

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



## Apprentice Carpenter

Looking for 1st-3rd year framing carpenters for a growing carpentry business around Maitland. Steel frame experience is highly favoured

Must be able to perform in a fast paced environment

1st year Must have

- A car and licence
- White card
- Ability to work in a fast paced environment
- Ability to work well with others

2nd - 3rd year must have

- A car and licence
- White card
- Ability to work in a fast paced environment
- Ability to work well with others
- Basic hand/power tools

Willingness to learn and progress within the business

## We are seeking dedicated electrical apprentices to join our team!

Solahart Newcastle is a dynamic Newcastle based solar business with massive growth and expansion plans and are seeking first, second, third and fourth year apprentices to join our team.

Our brand is synonymous with nothing short of great service to our clients and we need team members that demonstrate this throughout.

What we will provide you:

- Extensive training on all our products and equipment.
- Proven systems and processes to perform your work to a high standard.
- Dedicated work hours between 6.30am – 3.00pm + Overtime Monday to Friday.
- Competitive hourly rate.

Our expectations of you:

- Hardworking and able to work in a team.
  - Able to work at heights on roofs and ladders.
  - Able to work with battery power tools and hand tools.
  - Desire to learn trade specific skills to both solar power and solar hot water installs.
- Solar Power experience preferable but not necessary.



## Engineering Pre-Apprenticeship Program

### **The Opportunity**

This Engineering Pre-Apprenticeship Program provides you with a pathway into the Manufacturing Industry and is targeted towards participants wanting to commence an apprenticeship.

### **Program Includes:**

- No program costs
- A pathway to a future career
- Completion of four units of competency (over two weeks):
  1. Use engineering workshop machines
  2. Pull apart and re-assemble engineering mechanisms
  3. Use electric welding machines
  4. Use fabrication equipment
- Industry Immersion days/work experience (post completion of above units)
- On completion of program, participants are interviewed by MIGAS Recruitment and Employment Team for possible employment opportunities.

### **Key Dates:**

- Applications open 4 March 2024

### **Program Duration:**

- 15th – 26th of April + Industry Immersion Days/Work Experience

### **Who Should Apply?**

Individuals seeking an entry point into an apprenticeship, who are eager to learn, develop new skills, and possess a motivated, positive attitude, including those who have been unsuccessful in previous apprenticeship applications

### **How to Apply:**

Submit your current resume and a cover letter stating why you want to complete this program.

### **ABOUT MIGAS**

MIGAS Apprentices & Trainees has been operating in Australia since 1988 and has a long history of providing quality employment options.





## Apprenticeship & TraineeshipFO

### **Apprenticeship and Traineeship Field Advisor Newcastle/Hunter Valley Region Full-time, Immediate Start**

Programmed Group Training are seeking a passionate, driven and enthusiastic individual to join our GTO Team as an **Apprenticeship and Traineeship Field Advisor**. This is a full-time role, based in either **Newcastle or Singleton** with frequent travel through the Region.

This role will suit an individual who is a self starter, people person and passionate about creating and supporting apprentices and trainees in their career pathway journey and managing a diverse range of individuals and tasks at the one time.

Business development and increasing our apprenticeship and traineeship portfolio in the region across various industries is a key requirement of this role.

Working with a blend of both Key Account Clients and small businesses, as a Field Advisor your role will include:-

- Business development and growth to increase your portfolio of apprentices and trainees and achieving KPI targets
- Development and maintenance of relationships with key stakeholders, trainees and apprentices, training providers, Department of Education and Apprenticeship Centres
- Pastoral care and monitoring of apprentices and trainees both on and off the job
- General Administration including reporting, timesheets and data entry
- Recruitment and Induction of new apprentices and trainees
- Safety Management, Workplace Risk Assessments, Safety Conversations and Safety Talks

This role will suit a person who is able to generate business with new clients, passion for the VET sector and supporting apprentices and trainees.

Experience in the VET Sector primarily working with apprentices and trainees, business development, a full drivers licence and ability to travel for the role are a mandatory requirement.

### **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.

25th March 2024

LIKE us on



## **Apprenticeship**

### **1st Year Apprentice Carpenter**

Looking for someone to start a Carpentry Apprenticeship.

Must have drivers licence

Must have good work ethic

Team environment

We are Frame Carpenters for big builders such as Eden Brae Homes.

### **Plumbers and Apprentice's**

#### **About the business and the role**

Academy Plumbing has been operating for 50+ years specialising in units, commercial and major works contracts. The business is renowned for being a fast paced, hard working team located in the Newcastle area. We are currently looking for plumbers and apprentices to join our team with an immediate start.

#### **Job tasks and responsibilities**

The applicants must be able to work flexibly among a team and individually. Knowledge of the general plumbing trade is required, applicants must have their own general tools.

#### **Skills and experience**

- Sound knowledge of plumbing
- General plumbing tools required
- The ability to work both with a team and individually unsupervised
- Holder of a white card

### **Apprentice Electrician - 1st, 2nd, 3rd & 4th Year Positions**

#### **About the Organisation**

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

We are a National Company who value the culture of a professional, safe and motivating workplace.

#### **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.

#### ***The new team players will have the following:***

- Current drivers licence & own vehicle (essential)
- Work well within a team
- A good communicator
- Work within time limits
- WH&S compliant
- Organised
- Reliable
- Flexible and enthusiastic
- Honest
- Experience with domestic / new home electrical - desired but not essential
- Be available to start immediately - desired but not essential
- Be available to work overtime when required - including Saturday's

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.



## Mechanical Apprenticeship

### **Sulzer Apprenticeship Program**

We are looking for expressions of interest from dedicated and committed individuals willing to undertake a 4-year Mechanical Fitter/Fitter Machinist Apprenticeship at our **Maitland Service Centre** – get paid while you learn and develop your career!

- Monday to Friday work
- Day shifts only
- Multiple permanent positions Australia-wide
- Career development opportunities beyond this role
- 4 Year Apprenticeship (Mature Age accepted and encouraged) or the opportunity to complete your already started Apprenticeship (1st, 2nd, 3rd and 4th years)

Commencing in January 2024 this apprenticeship is a great opportunity for individuals to develop the skills required to become an Electrical Fitter or Fitter Machinist with Sulzer. Reporting to one of our dedicated Workshops Supervisors and taking instructions from our experienced team members, a typical week in this role could look like this:

#### **What will you be doing day to day?**

- Assisting trades in the repair and manufacture of components for rotating equipment
- Assembling and disassembling rotating equipment with guidance
- General machining of components to required tolerances
- Rewind electric motors and generators under instruction
- Refurbishment of commutators (machining and undercutting)
- Manufacture coils for electrical motors and generators
- Attending all theory sections of the apprenticeship and complete E-Profiling
- Report to Mentors

#### **Benefits – why work with us?**

- Develop industry skills across our workshops and multiple sites.
- Get paid while you train and learn from some of the best in our industry.
- Competitive Apprentice and Mature Age Apprentice Rates
- Employee Assistance Program.
- Work for a global organisation that values innovation, excellence and a commitment to the most important part of our business - our people and our customers.



## Electronics and Communications Apprenticeship

Join our industry-leading host employer with 20+ years of expertise in radio technology. **Located in Beresfield**, this is a fantastic opportunity for a **1st-year Electronics & Communications apprentice**.

### **Responsibilities:**

- Fault finding, equipment installation, and software configurations
- Precise radio equipment installation, cable management
- Maintain programming records and offer time estimates
- Identify and analyze problems in radio systems

### **Requirements:**

- White Card
- Manual handling skills
- Reading plans and using hand/power tools
- Interest in communications & electronics
- Quick learner with a valid driver's license and transport

### **Benefits:**

- Personalised one-on-one mentoring throughout your training to help ensure your success
  - A nationally recognised qualification - **Certificate III in Electronics & Communications**
- Weekly pay cycle!

## 1st Year Air conditioning Apprentices wanted.

Air Extreme Air conditioning are looking for 1st year Air conditioning Apprentices to join our team.

Unleash your potential and apply now to our Air Conditioning Apprenticeship program

Complete your trade in a stable and secure company within a friendly environment.

This role consists of the installation of Air conditioning systems and mechanical services.

### **Requirements:**

- \* Site induction card (White/Blue card)
- \* Must have drivers licence or organised transport
- \* Must have a passion for all things mechanical
- \* Ability to work as part of a team
- \* Willing to learn and thrive in a fast-paced environment.

This position will include on the job training and Tafe.

We offer secure permanent positions as part of a great team with a safe and secure working environment.

If you believe that you are a good fit for the role and would like to join our team, Apply Now.

Re-sumes and cover letters accepted by emailing

[admin@airextreme.com.au](mailto:admin@airextreme.com.au)

# Youth Links

25th March 2024

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**Apprenticeship**



## Plastering Apprenticeship

Small licenced business within the building industry looking for a motivated and pro active person to join their small team of plasterers.

This is an entry level position. Day to day you will be working alongside experienced plasterers, learning correct techniques within the trade.

No or little experience required, with the opportunity for the successful candidate to be offered an apprenticeship following a trial period.

Please direct your interest via e-mail to [dd.plastering@hotmail.com](mailto:dd.plastering@hotmail.com)

## Roof Plumbing Apprenticeships

Alliance Metal Roofing are looking to employ multiple new apprentices or people currently doing an apprenticeship in roof plumbing.

We require healthy young guys who are motivated, enthusiastic, and willing to learn a trade. Long term opportunities are available with a pathway to leadership positions.

Alliance Metal Roofing are an award-winning metal roofing company based in the Newcastle area. We specialise in Colorbond roof installations and replacements for both the residential and commercial markets.

The health and safety of our employees is of critical importance and all steps are taken to ensure a safe and secure working environment.

All Alliance employees are guaranteed 38 hrs a week with plenty of overtime opportunities. Follow the prompts to submit your application.

We look forward to hearing from you.

## Apprentice Carpenter

Looking for 1st-3rd year framing carpenters for a growing carpentry business around Maitland. Steel frame experience is highly favoured  
Must be able to perform in a fast paced environment

1st year Must haves

- A car and licence
- White card
- Ability to work in a fast paced environment
- Ability to work well with others

2nd - 3rd year must haves

- A car and licence
- White card
- Ability to work in a fast paced environment
- Ability to work well with others
- Basic hand/power tools
- Willingness to learn and progress





## Apprentice Automotive Parts Interpreter

### **Become an Apprentice Parts Interpreter with Kloster Parts!**

Join Kloster Parts, one of the largest regional automotive parts distributors in NSW and an integral part of the Tony White Group, one of Australia's leading family-owned automotive dealers. With a workforce of over 2,500 professionals, including 400+ in Newcastle/Hunter, we are dedicated to ensuring customer satisfaction and the ongoing success of our organisation.

#### **About the Role:**

Kloster Parts has a great opportunity for an Automotive Parts Interpreter Apprenticeship within its operations. We are in search of a positive-minded individual with a keen eye for detail and a proactive 'can do' attitude.

As a valuable member of our team, you will be mentored and trained by experienced professionals, learning the ins and outs of the trade and fostering a fulfilling career in the Automotive Industry. Reporting to the Parts Manager, you will have the chance to work in a collaborative environment where your growth and development are a priority.

#### **To be considered for this role, you should possess:**

- A proactive and enthusiastic 'can do' attitude
- Strong communication and interpersonal skills
- Ability to thrive in a team-oriented setting
- Clear verbal and written communication abilities
- Intermediate-level proficiency in computer skills
- A strong work ethic and a determined commitment to achieving success

#### **Desirable Qualifications:**

- Completion of an automotive pre-apprenticeship program
- Completion of HSC

#### **How to Apply:**

If you are ready to take on this exciting opportunity, please submit your resume along with a compelling cover letter. Don't miss out on this opportunity! Apply now and kickstart your career in the dynamic world of automotive parts.

Please note that only shortlisted candidates will be contacted.



## Condition Monitoring Technician Traineeship

### About Bureau Veritas Australia:

Bureau Veritas is a global leader in Testing, Inspection and Certification services. Founded in 1828, the group has in excess of 82,000 employees in 1,400 sites located in 140 countries. In the Pacific Zone, our Asset Integrity and Reliability Services business provides these services to our clients throughout the lifecycle of their asset, whether it be for large-scale resource projects or to established industrial facilities. Joining our team means joining a company that values innovation, collaboration, and professional growth

### The role

We want motivated and enthusiastic school leavers and graduates to join our Condition Monitoring Technician Traineeship Program in 2024. You will gain practical 'in field' experience in Condition Monitoring methodologies, whilst undertaking studies in Engineering at Certificate (first 12 months) or Advanced Diploma (where required) levels.

Trainees that successfully complete the Certificate III and meet the technical and non-technical requirements have the opportunity to complete an Advanced Diploma of Engineering (Mechanical) and advanced Condition Monitoring qualifications. This will then enable you to work by yourself as a Condition Monitoring Technician within our business.

All qualifications and training expenses are fully funded by Bureau Veritas.

### What's needed?

Ideally you will have previous experience and/or the following skillsets:

- Year 12 and pass marks in Maths, English and Science;
- Commenced a mechanical trade certification
- Mechanical aptitude or an interest in how mechanical things work
- A "can do" attitude and a willingness to travel and work flexible hours



## Property Management Traineeship

### ABOUT US

Meeks Real Estate is a family owned local business that prides itself on providing excellent communication and service to all our clients while continuing to grow and nurture our rent roll. We are passionate and invested in providing continual professional and personal growth to all our staff with the opportunity to progress within the company.

### ABOUT THE ROLE

We are looking for an enthusiastic team player who has a passion for learning & growth. This is a unique opportunity to learn and develop skills within the Property Management industry, surrounded by a friendly, encouraging and supportive team.

The successful candidate will be working closely with our experienced team to learn all areas of Property Management and assist in the day-to-day running of the department including (but not limited to):

- Coordinating maintenance
- Routine Inspections
- Conducting open home inspections
- Database management
- Assisting with ingoing and outgoing inspections
- Processing applications
- Lease preparation
- Other administrative duties including greeting clients, answering the phone, filing etc

### WHAT YOU NEED TO BE SUCCESSFUL IN THIS ROLE

As this is a traineeship, no previous experience is essential. You will be provided with thorough on the job training and supported by a team with over 25 years combined experience. It is expected that you will complete all study requirements of your traineeship on time to allow you to fulfil all requirements of this role. You will need to be honest, reliable, have a strong work ethic and overall enthusiastic, along with the following attributes:

- Outstanding communication skills and dialogue
- Excellent organisational skills and able to effectively prioritise and manage time
- Excellent written and verbal communication skills with strong attention to detail
- Be passionate about committing to ongoing coaching and development
- Proficiency in Microsoft Office suite products
- Driver's licence and own vehicle



## Junior Administration Trainee

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](mailto:admin@hunterpods.com.au).

## Traineeship in Cert III

### **Early Childhood Traineeship Great development opportunity, birthday leave**

#### ***Traineeships***

At creative childcare we are interested in growing and developing our staff and we currently have the need a trainee at our modern centre in Hamilton and Kotara. There are many benefits of working in early childhood and you get to work with our experienced staff who will provide on the job training and mentoring.

#### **What we are looking for:**

We are looking for someone to join our amazing team that is committed to having a career in early childhood. Someone who understands our philosophy of providing a safe, secure and happy environment where children foster a sense of wonder, fun and excitement in an atmosphere of love, acceptance and learning.

#### **What we have on offer:**

Training and development

Wonderful team

Modern centre

Birthday leave

Study time included in work hours

If this sounds like a role you would be interested in, please apply online with your resume and cover letter asap. Please outline in your cover letter 3 reasons why you would like a career in early childhood.



## Business Administration Traineeship

### **The Opportunity –**

Novaskill currently has Business Administration Traineeship opportunities in the following departments –

- Human Resources
- Group Training Administration

You'll be completing a nationally recognised Certificate III in Business whilst gaining exposure to on-the-job training with ongoing mentoring and support to help you build your career, which could include internal promotion upon completion of your studies!

The learnings and responsibilities of this position include –

- Accurate data entry
- Creating documents and written communication
- Assisting with induction and onboarding of Internal or Group Training employees
- General department specific administration duties
- Provide support to staff on various tasks and projects
- Create and maintain various records and correspondence, both manual and electronic
- Communicate with individuals at all levels, both within and outside the Department.

### **About You -**

We are looking for someone who is committed and passionate about starting a career in business administration, who hold the following skills and attributes -

- Well organised, conscientious, trustworthy and reliable employee
- Detail orientated and accurate with a high attention to detail
- Enjoy providing support to a team, with the ability to follow direction
- A positive, friendly and helpful attitude
- Enjoy working in a fast-paced environment with a busy team
- Experience working with Microsoft Office (Excel, Word)





## CIV Hospitality Management Traineeship

### About these opportunities

You will complete a **Certificate IV in Hospitality over 36 months** through a combination of formal training with a Registered Training Organisation (RTO) and practical on-the-job experience with your Host Employer, **Smokin Hot N Saucy Barbecue**.

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

- Learn the necessary leadership skills to manage staff
- Organise roster and build strong teamworking skills
- Work closely with professional staff to develop your management skills
- Maintain cleanliness and sanitation standards in the kitchen area, including washing dishes, utensils, and equipment.
- Organise and store ingredients and kitchen supplies properly.
- Assist in receiving and storing food deliveries.
- Follow proper food handling and safety procedures at all times.

### The successful applicant

To be successful in this role, you will need to possess the following capabilities and knowledge:

- Passion to build leadership skills and manage a team
- Commitment to both on and off the job training
- Ability to work efficiently in a fast-paced environment
- Demonstrated interest and passion for the hospitality industry
- Positive attitude and willingness to learn and develop new skills and knowledge
- Strong interpersonal, verbal and written communication skills
- Strong organisational skills and the ability to multitask in a busy environment
- Ability to work in a team environment and positively contribute to team goals

### 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. 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 earn an income!

Throughout your traineeship, you'll also be able to take advantage of our exclusive employee benefits such as coaching and mentoring, safety training, discounted health benefits, rewards and counselling.



## Software Support Trainee

### About Us

Colourworks is a highly successful organisation, staying at the cutting edge of automation, innovation and all things print. With 5 regional locations in NSW, we are Canon Australia's largest regional dealer.

A commitment to client success unites our team, and we are continually looking for ways to do it better. How?

We work as one team to support each other – by recognising that everyone in our team adds to the value of what we deliver to our clients.

We communicate by being empathetic and actively seeking to understand other people's perspectives. We get it done, while taking care of our team and clients. Most of all, we have fun while being professional.

### The Position

Colourworks is currently looking for a **Software Support Trainee** to join our Professional Services team based in the Newcastle branch. We are looking for a self-motivated, growth orientated person who loves solving problems. You communicate clearly and simply both over the phone and by email. And, you love software and implementing it every day.

Along with on the job training opportunities, you will also complete a Certificate IV in Information Technology through a Registered Training Organisation. Your paid hours of study would be the equivalent to approximately one day per week.

### Qualifications

You must hold a Certificate III in Information Technology.

Current Drivers Licence

You will be paid in accordance with the Miscellaneous Award 2020.

### If You're Interested

If you are interested in this position and meet the above criteria, please forward your resume and covering letter via 'Apply' on SEEK. Applications close at 5:00 pm on 3rd April, 2024.

We thank all applicants for their interest; however, only shortlisted applicants will be contacted. Shortlisted candidates may be requested to have complete a pre-employment medical declaration.



## School-based Traineeship - Plumbing Warners Bay

### School-based Traineeship - Plumbing Warners Bay

The Reece Group is a leading international company with exceptional values and customer focus. Their core business is supplying plumbing and bathroom products to plumbers and retail customer, but what many people don't realise is that Reece also has several specialty businesses such as Irrigation, HVAC-R, Bathroom Life, Onsite and Civil. Additionally, in 2013 the Reece Group also acquired refrigeration and air conditioning businesses Actrol and Metalflex. Across all levels of the Reece Group network, our staff continuously aim to provide friendly and expert customer service to ensure that they are the best in the business.

### The Role:

Partnered with Murray Mallee Training Company Ltd, we are looking for **Year 10 students** to undertake School-based Traineeships where you will work towards a **Certificate II in Supply Chain Operations**. The traineeship will involve working in a Reece branch as well as completing certificate requirements e.g. workbooks and on the job training and assessments.

This position is based at **Plumbing Warners Bay**.

Key responsibilities include:

- Embracing the Reece values, policies, and procedures
- Customer Service
- Completing all requirements of the certificate
- Processing sales
- Stock Management
- Answering the phone to take messages and orders
- Communicating with customers and staff
- Building product knowledge
- Providing follow up to customers
- Contributing to maintaining the branch at a high standard.
- Good written and verbal communication
- Ability to follow instructions
- Enthusiasm and a great attitude
- Willingness to give new things a go
- Team player
- Willingness to maintain a neat and tidy workplace
- Well presented

Students will be required to work the equivalent of one and a half days per week. Must have Saturday Availability. Additional hours during school holidays are available and recommended to assist in your progress.

Take the Plunge and apply now! This is your chance to join a great company that offers excellent conditions and comprehensive on the job training.



## Business Administration Traineeship

### About these opportunities

You will complete a **Certificate III or IV in Business Administration** through a combination of formal training with a Registered Training Organisation (RTO) and practical on-the-job experience with your Host Employer, **Brimble**.

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

- Undertake general clerical duties such as typing, filing, data entry, scanning, photocopying, and general office maintenance.
- Manage inbound telephone and email communications, and greet visitors at reception.
- Monitor, maintain, and order all consumables, and organize maintenance of branch equipment and supplies.
- Manage conference/meeting room bookings and facilities.

### The successful applicant

To be successful in this role, you will need to possess the following capabilities and knowledge:

- Commitment to both on and off the job training
  - Demonstrated interest and passion for the Administration industry
  - Positive attitude and willingness to learn and develop new skills and knowledge
  - Strong interpersonal, verbal and written communication skills
  - Strong organisational skills and the ability to multitask in a busy environment
- Ability to work in a team environment and positively contribute to team goals

### About HVTC Group

HVTC Group is an expert in the employment and training of apprentices and trainees. We believe skills change lives and that apprenticeships and traineeships can open doors to incredible careers. This is why we partner with businesses to match the right person with the right career.

During your traineeship, you'll be employed by HVTC Group and will have the opportunity to work directly with our Host Employer, **Brimble**. We'll provide you with ongoing mentoring and support to help you achieve your career goals and unleash your true potential.

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



## Financial Services Trainee

Shartru Wealth Management is a Dealer group in the financial planning industry who are well-established in the market and are looking for an enthusiastic Trainee Financial Services Officer to join their team.

You will join our team in a traineeship administration position and have a desire for career growth and development opportunities.

### **What we will offer you**

At Shartru Wealth Management we value the staff who have a can-do attitude and who are motivated to achieve results.

We are committed to an inclusive culture, where everyone can be themselves at work in an environment that brings out the best in them and their colleagues.

In this full-time role, you will undertake off the floor study time to successfully complete your qualification, you will work collaboratively with experienced Wealth Management professionals and senior staff members and help a growing business operate more efficiently.

You will be fully supported within a very experienced team to develop and expand your skill base while learning and developing your career. This is a great chance to join a company with a very friendly working culture.

We are looking for a team member who is highly motivated and highly engaged to join our staff. You will have a can-do attitude and a willingness to learn.

You will have the ability to work in a fast-paced environment and have a passion to work with people to achieve great results.

The successful candidate will undertake a Certificate 111 in Financial Services under the guidance of and with support from the Senior Team Members.

### **Joining the Shartru Wealth Financial Services team, your duties will include but not be limited to:**

- The ability to ensure excellent interpersonal skills are provided to clients
- General Office Finance Administration - answering & directing incoming phone calls, actioning incoming mail & directing to team members, maintaining general office cleanliness
- Database administration
- Administering applications for client strategies
- The ability to work with Senior Financial Planners to providing support as required
- Maintaining communication platforms
- Ability to interpret and apply both industry and organisation procedures, guidelines and policies.
- Booking travel as required for senior Advisers
- Booking Meetings for Advisers when required





## Childcare Traineeship - Certificate III

**The Hub: Preschool & Early Education Academy** is locally owned and operated Early Education services across Newcastle and The Hunter Region.

Our services are located in Mayfield, Sandgate, Waratah, Rutherford and Elmore Vale.

We are currently offering Cert 111 Traineeships to the right applicants.

Our offer to you includes a workplace that values its educators and provides incentives that recognize your value to us .

### **What The Hub can offer?**

- Birthday Leave- A paid day of leave to celebrate your birthday
- Referral Incentive- of a \$500 gift card as a thank you when you refer an educator who has been recruited and successfully completed their probationary period
- Access to free flu shots to those interested
- Access to paid professional development training allowing you the opportunity to grow your skills and professional knowledge
- Paid First Aid, CPR and Child Protection refresher training
- Annual shutdown over Christmas and the New Year so that you can rest, relax and enjoy time with family

We provide opportunities for you to grow professionally with our inhouse mentors to support you while in training.

Our Educators must be passionate about achieving quality outcomes for children and their families. You must be highly motivated and enthusiastic to learn. If you would like to work in a locally owned and operated Early Education organisation where the owners value and appreciate their staff, then the Hub is for you!

### **Your skills and qualifications should include:**

- The willingness to study towards a Certificate III in Children's Services
- A Working with Children Check
- Excellent verbal and written communication skills
- A friendly and energetic demeanor

### **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
- Ensure a high level of health & safety standards are maintained at all times
- Maintain positive working relationships with team members
- Create a friendly, secure and stimulating interactive learning environment



## Trainee

Join our team at Mindaribba Preschool and embark on an enriching Early Childhood Education Traineeship.

Located within the setting of Mindaribba Local Aboriginal Land Council, our preschool offers a supportive environment where you can learn and grow while making a meaningful impact on children's lives.

As a trainee, you will receive comprehensive on-the-job training and guidance from experienced educators. In addition to your regular working hours Tuesday to Friday, you will be provided with three extra hours of paid study time Mondays to further your knowledge and skills in early childhood education.

This traineeship opportunity offers:

- Hands-on experience in a small and close-knit community
- Mentorship from dedicated educators
- Paid study time to support your learning and development
- Opportunity to connect with and learn from the Aboriginal & Torres Strait Islander community
- Potential for growth within the organisation

We are looking for individuals who are passionate about working with children, eager to learn, and committed to making a positive difference. If you are enthusiastic, motivated, and ready to kick-start your career in early childhood education, we encourage you to apply for this rewarding traineeship opportunity.

Apply now to become a valued member of our team at Mindaribba Preschool.

Please note, this is an identified Aboriginal or Torres Strait Islander people position. This is authorized under S14d of NSW Anti-Discrimination Act 1977



## First Nations Customer Service Traineeship

Aboriginal and/or Torres Strait Islander Full-time Business Traineeship Opportunity

Do you have a passion for customer service and wanting to kick start your career as a banking customer advisor? This is your chance! Gain invaluable hands-on experience whilst completing a 12 Month Traineeship and Certificate III in Business.

Working within a local banking branch based in East Maitland, this is a real career start within a supportive environment. The successful trainee will have the opportunity to learn all about customer service within the banking sector whilst developing their customer service skills on the job.

This is a great opportunity for someone who is interested in commencing a career within financial services sector.

### **What will you be doing?**

As a business trainee you will learn and develop the skills to become a successful customer advisor. You will become the first point of contact for customers when they visit the retail branch.

Your duties may include but are not limited to:

- Assisting customers with their enquires whilst providing a positive branch experience.
- Engage in needs-based conversations with customers.
- General banking and telling duties: money handling, facilitating transactions and ATM Maintenance.
- Coaching customers on self-service and digital banking.
- Assisting customers with opening and closing accounts, fraud and banking transactions.

### **What are we looking for?**

- Identify as Aboriginal and/or Torres Strait Islander
- A well-presented team-player with excellent work ethic
- Excellent communication skills and sound computer knowledge
- A reliable and punctual individual who demonstrates initiative
- Demonstrated ability in cash handling and/or customer service
- Satisfactory completion of a National Police Check

### **What's in it for you?**

- 12 Months Full time employment
- Paid study time - Complete a Certificate III in Business
- No HECs Debt!

Kick starts your career!



## Business Administration Traineeship

Keen to gain real life work experience and the opportunity to get paid to complete a nationally recognised business qualification, then look no further as this role is for you!

### **What is in it for you:**

- Absolutely no experience necessary
- Earn and Learn locally!
- Work in the Hunter Valley within an industry recognised training organisation.
- Real life career progression once your traineeship has finished.
- Full time employment and entitlements, including four weeks of holidays per year, sick leave and paid public holidays.
- On completion of your traineeship, (12 months) you would receive a nationally recognised **Certificate III in Business - BSB30120**.

### **The role:**

- Reception duties.
- Record keeping and file control.
- Data entry assistance.
- Client communications and correspondence.
- Other basic administration duties as required.
- Complete your required theory and modules as part of your traineeship.

### **About you:**

- Willing to learn.
- Keen to join a great organisation and kick start your career.
- Ability to work within a team or autonomously.
- Commit to the entirety of the 12 month traineeship.
- Basic understanding of Microsoft Office applications.
- Able to commit to full time weekly hours.

If this sounds like the perfect opportunity to start your future career, please "Apply now"

**Justin McKenzie**  
**Account Manager**



## Business Traineeship

### About these opportunities

You will complete a **Certificate III in Business** over 12 months through a combination of formal training with a Registered Training Organisation (RTO) and practical on-the-job experience with your Host Employer, **Becker Mining Australia**.

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

- Assist in the creation of documentation accompanying projects, ensuring accuracy and completeness.
- Support day-to-day procurement activities for the Electrical Business Unit, including sourcing suppliers, obtaining quotes, and processing purchase orders.
- Provide administrative support to ensure smooth operations of the business unit, including data entry, filing, and organizing documents.
- Collaborate with team members to optimize administrative processes and improve efficiency.
- Use technologies such as computers, computer software, photocopiers and phones to carry out duties
- Assist in general administration duties that are within the limits of the skills, competence and ability of a trainee

### The successful applicant

To be successful in this role, you will need to possess the following capabilities and knowledge:

- Commitment to both on and off the job training
- Demonstrated interest and passion for the Administration industry
- Positive attitude and willingness to learn and develop new skills and knowledge
- Strong interpersonal, verbal and written communication skills
- Strong organisational skills and the ability to multitask in a busy environment
- Ability to work in a team environment and positively contribute to team goals

### About HVTC Group

HVTC Group is an expert in the employment and training of apprentices and trainees. We believe skills change lives and that apprenticeships and traineeships can open doors to incredible careers. This is why we partner with businesses to match the right person with the right career.

During your traineeship, you'll be employed by HVTC Group and will have the opportunity to work directly with our Host Employer, **Becker Mining Australia**. We'll provide you with ongoing mentoring and support to help you achieve your career goals and unleash your true potential.

### 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. 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 earn an income!



## CRIB RELIEF DUMP TRUCK TRAINEESHIP

**Programmed Skilled Workforce** is currently seeking motivated candidates for an exciting opportunity to undertake a **Crib Relief Dump Truck Traineeship** with our valued client in the Upper Hunter Valley.

The roster will be an even time 7hr rotating day and night roster, including working two weekends a month.

### **Benefits:**

- Excellent flat pay rates ranging from \$35 - \$36 per hour
- Superannuation paid on all rostered hours
- Permanent opportunities may be available after successful completion of your traineeship
- Work with a great team that is committed to your safety and is a market leader

### **About your new role:**

- This competency-based traineeship leads to a nationally recognised qualification, Certificate III - Surface Extraction Operations and offers the opportunity to commence a career within the mining industry.

### **About you:**

- Safe and productive work ethic
- Be absolutely committed to the roster and competition of the traineeship
- Hold a current car P2 drivers' licence or higher - MUST be able to confidently drive a manual vehicle
- Be able to work a rotating roster including nights and weekends
- Provide 2 recent work referees
- Be able to provide a local residential address
- Be available to attend required interviews throughout the recruitment process
- Able to undergo and pass full Order 43 Coal Services Health medical and D&A Test
- You will be asked to provide a SERVICE NSW driving record for consideration if you are invited for an interview.

### **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 this opportunity is right for you apply today!***

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





## NDT Technician Traineeship

### About Bureau Veritas Australia:

Bureau Veritas is a global leader in Testing, Inspection and Certification services. Founded in 1828, the group has in excess of 82,000 employees in 1,400 sites located in 140 countries. In the Pacific Zone, our Asset Integrity and Reliability Services business provides these services to our clients throughout the lifecycle of their asset, whether it be for large-scale resource projects or to established industrial facilities. Joining our team means joining a company that values innovation, collaboration, and professional growth

### The role

We want motivated and enthusiastic school leavers and graduates to join our Non-Destructive Testing Traineeship Program in 2024. You will gain practical 'in field' experience in NDT methodologies, whilst undertaking studies in Engineering at either Certificate or Advanced Diploma levels.

Trainees that successfully complete the Certificate III and meet the technical and non-technical requirements have the opportunity to complete an Advanced Diploma of Engineering (Mechanical) and advanced NDT qualifications. This will then enable you to work by yourself as a NDT Technician within our business.

### What's needed?

Ideally you will have previous experience and the following skillsets:

- Year 12 and pass marks in Maths, English and Science; OR
- Commenced a mechanical trade certification
- Mechanical aptitude or an interest in how mechanical things work
- A "can do" attitude and a willingness to travel and work flexible hours

### The benefits

Our trainees have the great opportunity to earn while they learn by working with experienced technicians in the field. Trainees in Bureau Veritas earn a 1st year base salary of 43K but potential with OT to earn an average annual salary of \$70,000 incl. overtime after their first year.

- Fantastic Training and Development opportunities; an annual review to plan your career development.
  - Free access to our Employee Assistance Program supported by Lifework's
  - Discounted Health Insurance with Bupa
  - Support from a progressive and experienced management team
- Exposure to a variety of interesting and challenging work environments



## Junior Project Officer Traineeship

MRAEL in partnership with **SWB** are looking for a driven Junior Project Officer Trainee to join their tight-knit team located in Cardiff, NSW.

SWB was established 50 years ago with their branch networks now extended to all of Australia. With a hands-on attitude, innovative approach and commitment to work in conjunction with their customers, SWB will remain at the forefront of bearings and power transmission supply.

This exciting opportunity will see you join a well-established company, offering:

- Great work-life balance; no weekend work & on-site parking!
- Competitive remuneration package; above award wages!
- Professional development and mentoring; graduate with a **Certificate III in Business**

### **What's involved:**

We are currently seeking an enthusiastic candidate who is interested in completing training and education as a Junior Project Officer Trainee.

This role is a full-time 12 month Traineeship and will typically see you carry out the following duties:

- Quoting and estimating
- Procurement
- Scheduling
- Filing of documentation
- The opportunity to learn drafting

### **About the role:**

Monday-Friday, 7:30am-4pm (40 hours per week)

### **About you:**

You will have a positive attitude, willingness to learn and work collaboratively with others. Our ideal candidate will have the following:

- Excellent communication skills
- Attention to detail

The recruitment process will include basic aptitude testing.

If this sounds like a role and a team you'd like to join, we would love to hear from **you**. To apply, please click on 'I'm interested'.



## Supply Chain Traineeship

HunterNet Career Connections, in partnership with our host company, are seeking a Trainee Storeperson to join the team in Cardiff. This is an exciting opportunity for a school leaver or someone looking for a career change to complete the Certificate III Supply Chain Operations over 2 years whilst working full-time.

Our host company is a nationally recognised and reputable electronics company that sell and repair electronics, particularly mobile phones. We're looking for someone that can work in a fast-paced environment but has the ability to take initiative and keep busy during quieter periods.

### **What's in it for you?**

- Earn while you learn!
- Gain a nationally recognised qualification
- Full access to our Employee Assistance Program
- Paid study time with one on one mentoring and support
- Supportive work environment that promotes inclusive culture

### **The duties of this role include, but are not limited to:**

- Stock forecasting duties – analysing stock usage and demand planning
- Checking incoming stock for accuracy
- Processing and storing incoming stock
- Manage faulty stock and lodge returns to manufacturer
- Prepare and post outgoing stock orders
- Manage bulk parts area
- Stock taking on a regular basis
- Other suitable store duties as required

### **What we're looking for:**

- Ability to work and communicate effectively as part of a team
- High attention to detail
- Ability to think on your feet
- Responsive to direction and willing to learn
- Ability to work overtime when required
- Enthusiastic and goal driven to earn additional incentives
- Reliable transport

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



## Business Traineeship

HunterNet Career Connections, in partnership with our host company, are seeking a Business Trainee to join the team in Cardiff. This is an exciting opportunity for a school leaver or someone looking for a career change to complete the Certificate III Business over 12 months whilst working full-time.

Our host company is a nationally recognised and reputable electronics company that sell and repair electronics, particularly mobile phones. We're looking for someone that can work in a fast-paced environment but has the ability to take initiative and keep busy during quieter periods.

### **What's in it for you?**

- Earn while you learn!
- Gain a nationally recognised qualification
- Full access to our Employee Assistance Program
- Paid study time with one on one mentoring and support
- Supportive work environment that promotes inclusive culture

### **The duties of this role include, but are not limited to:**

- Respond to inbound calls with customers
- Make outbound calls to customers and clients
- Handle inquiries via email and phone call correspondence
- Follow up customer calls when necessary
- Communicate effectively with other departments and teams in the business
- Prepare sale promotional materials for stakeholders
- Data entry duties
- Prepare sales reporting for internal use
- Ongoing development in terms of product knowledge

### **What we're looking for:**

- Highly driven and motivated
- Have an eye for detail with a high level of accuracy
- Work well in a team environment
- Exceptional customer service skills
- Committed to completing practical and theory-based study requirements of a 12-month traineeship

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

*HunterNet Career Connections engages apprentices and trainees on behalf of employers, with the aim of achieving high quality outcomes through a partnership approach.*



## Draftsperson - Traineeship

### Traineeship - Draftsperson

*Waeger Constructions is an innovative construction company based in the Hunter Valley Region of NSW Australia.*

*Waeger Constructions carry out a wide variety of civil projects with a focus on bridge design and construction, precast concrete manufacture, precast concrete installation and construction of boutique landmark civil projects.*

### THE TRAINEESHIP

#### *Are you Tech savvy and enjoy designing or drawing?*

If you have strong engineering & technical aptitude and an eye for detail this Drafting Traineeship could be the opportunity for you!

Undertaking this traineeship will give you the opportunity to become a skilled Draftsperson and earn a Nationally recognised qualification **Certificate 3 in Engineering - Technical**.

You will be involved in the preparation of Shop & Detailed drawings & 3D models within the precast environment as well as helping to generate arrangement drawings using Bentley Microstation Pro Concrete System at our Rutherford workshop

### THE BEST BITS

- **Follow your passion – do what you love everyday with a like minded team**
- **Earn while you learn – we pay you to learn!**
- **Your mentors** – Are industry experts & will guide you through your traineeship.
- **Use State of the Art equipment** – We have the best technology on offer
- **Free uniforms and PPE**, everything is taken care of,
- **Free food** - Enjoy the best BBQ's in the biz
- **We are culturally diverse employer** and actively advocate for local Indigenous Australians, women in trades & persons with disabilities

### WHO SHOULD APPLY?

We are looking for a candidate who is highly organised, motivated, has a keen willingness to learn and is committed to the term of the traineeship.

Applicants who have previous experience with drafting and Bentley software or similar would be looked on favourably however its not essential.



## Aged Care Traineeship Positions

A New Career Awaits!

Embark on a rewarding journey with Skilled Care as an Aged Care Trainee! Earn and learn simultaneously while making a positive impact on the lives of the elderly. As a leading company in the industry, Skilled Care offers a unique opportunity to obtain a Certificate III in Individual Support.

If you are not experienced don't worry, Skilled Care can help put you through a traineeship in Certificate 3 Aged Care and Individual Support while you are working.

### **About Skilled Care:**

Skilled Care is a dedicated provider of aged care services committed to the well-being of our seniors. Join a passionate team that values expertise, compassion, and continuous learning.

### **Why choose our Traineeship Program**

- \*Earn a Certificate III in Individual Support while gaining hands-on experience.
- \*Competitive remuneration – get paid while you learn and contribute to the community.
- \*Comprehensive training – develop valuable skills in aged care, supported by experienced mentors.
- \*Fulfilling work – make a meaningful difference in the lives of those you care for.

### **Requirements**

- \*Completed Covid vaccinations for a safe working environment.
- \*Police clearances to ensure the safety of our residents.
- \*Possession of a reliable car and a valid driver's license for flexibility.
- \*Australian permanent residency.
- \*Previous experience working with people, demonstrating a genuine willingness to care.
- \*Enjoy customer service and have a knack for following instructions and procedures.

### **Benefits:**

Experience the joy of caring for others while building a solid foundation for your career. Skilled Care's Traineeship Program provides a seamless integration of learning and working, offering a fulfilling pathway to a rewarding profession in aged care.

If you're ready to make a difference, apply now! Join Skilled Care and become a valued member of our team, dedicated to enhancing the quality of life for our elderly community. Send your resume to [recruitment@skilledcare.edu.au](mailto:recruitment@skilledcare.edu.au) to learn more.





## NDT Technician Traineeship

### The role

We want motivated and enthusiastic school leavers and graduates to join our Non-Destructive Testing Traineeship Program in 2024. You will gain practical 'in field' experience in NDT methodologies, whilst undertaking studies in Engineering at either Certificate or Advanced Diploma levels.

Trainees that successfully complete the Certificate III and meet the technical and non-technical requirements have the opportunity to complete an Advanced Diploma of Engineering (Mechanical) and advanced NDT qualifications. This will then enable you to work by yourself as a NDT Technician within our business.

### What's needed?

Ideally you will have previous experience and the following skillsets:

- Year 12 and pass marks in Maths, English and Science; OR
- Commenced a mechanical trade certification
- Mechanical aptitude or an interest in how mechanical things work
- A "can do" attitude and a willingness to travel and work flexible hours

### The benefits

Our trainees have the great opportunity to earn while they learn by working with experienced technicians in the field. Trainees in Bureau Veritas earn a 1st year base salary of 43K but potential with OT to earn an average annual salary of \$70,000 incl. overtime after their first year.

- Fantastic Training and Development opportunities; an annual review to plan your career development.
- Free access to our Employee Assistance Program supported by Lifework's
- Discounted Health Insurance with Bupa
- Support from a progressive and experienced management team
- Exposure to a variety of interesting and challenging work environments

Bureau Veritas 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.