

## What apprenticeships are available?

In 2019 State Transit is offering Heavy Vehicle Mechanic and Panel Beater apprenticeships.

## How long is the apprenticeship for?

Apprenticeships are a contract of employment for four years although factors such as credit for prior study and competency attainment may reduce the apprenticeship term for an individual.

## Who are we looking for?

We are looking for people who are passionate about automotive work and repairs and aren't afraid to get their hands dirty! As a State Transit heavy vehicle apprentice you can expect to work to tight schedules to ensure our bus fleet is fully operational, well maintained and back out on the road moving the people of Sydney to where they need to be.

We are looking for people who love learning new things, are keen to put their newly learnt knowledge and skills into practice and are willing to commit to the demands of work while undertaking a trade qualification.

State Transit is a truly diverse place to work! We encourage applications from women, people with disabilities, people of Aboriginal and Torres Strait Islander heritage and people of all cultural backgrounds to apply.

## Am I eligible to apply?

To be eligible to apply for an apprenticeship with State Transit you must:

- \* Have completed Year 10 or be turning at least 16 years of age during the first 6 months of your apprenticeship
- \* Be a citizen or permanent resident of Australia
- \* Not already hold a Motor Vehicle Tradesperson's Certificate in the trade you are applying for
- \* Not have already completed a trade qualification at Certificate 3 or above in the trade you are applying for
- \* Agree to do a Criminal History Check

## What is involved in the apprenticeship program?

Upon commencing an apprenticeship, you will enter into a Training Contract with State Transit. Your Training Contract sets out the obligations of both you (the Apprentice) and State Transit (your employer) across the four year period. Training Services NSW regulates the apprenticeship system in NSW.

Your apprenticeship begins with a three day induction at our Asset Management Division. Next you will go to your home depot to begin your on-the-job training. During the Induction Program you will meet your Service Manager or Leading Hand. They are some of the many supervisors and mentors you will have access to during your apprenticeship.

We will enrol you in a trade qualification and during the first three years of your apprenticeship you will attend a Registered Training Organisation (RTO) and participate in classroom based training and assessment. Every six months you will rotate across our various depots within the Sydney Metropolitan area, giving you the opportunity for hands on experience with the buses in our diverse fleet.

Throughout your apprenticeship you will participate in the latest technical training which is delivered by bus manufacturers at our Asset Management Division. Your final year is spent on-the-job, expanding and improving the skills and knowledge you have attained.

You can continue to increase your formal industry competencies after you have finished your trade qualification. Many of State Transit's Apprentices undertake additional trade competencies enabling them to develop their industry skills even further.

## What sort of work will I carry out?

### Heavy Vehicle Mechanic

Our Heavy Vehicle Mechanic Apprentices service, maintain and repair automotive systems including:

- Engines
- Brakes
- Steering and suspension
- Transmissions
- Cooling
- Electrical
- Fuel air systems

This work is undertaken using electronic manuals and diagnostic aids to help identify faults.

### Heavy Vehicle Panel Beater

Our Heavy Vehicle Panel Beater Apprentices maintain and repair our bus fleet including:

- Determining vehicle damage and repair procedures
- Repairing corroded panels and components including rust and fibreglass repairs
- Panel fabrication and welding
- Repairing accident damage, including straightening frames
- Installing and fit out of floor coverings
- Paint rectification and touch up work
- Removing and replacing bonded panels and windows
- Seat repairs and replacements
- Repair and servicing destination mechanisms
- Change out programs

## Are there any physical requirements?

Being a Heavy Vehicle Apprentice can be a physically demanding job. To ensure you can meet the physical demands of the job you will undertake a medical assessment as part of the selection process.

## What sort of hours will I work?

Your ordinary hours are 38 per week which is made up of an eight hour day (plus half hour unpaid meal break), with an accrued day off once every 4 weeks. Generally hours of work are 7am to 3.30pm subject to business demands. Some afternoon shifts may be required at some locations commencing at 12 noon.

## What will I get paid?

### Juniors (under 21 years of age)

As of 1 January 2019, our apprenticeship gross weekly wages for Juniors (under 21 years of age) are:

- \* 1<sup>st</sup> Year \$ 576.15
- \* 2<sup>nd</sup> Year \$ 691.36
- \* 3<sup>rd</sup> Year \$ 864.28
- \* 4<sup>th</sup> Year \$ 1014.03

### Adults (21 years of age and over)

Adult apprentices in State Transit are paid the equivalent of an Engineering Repair Assistant Level 2 or as an Apprentice (whichever is the higher rate).

As per the award, the 2019 rates are:

- \* \$979.39 plus the relevant proportionate Industry Allowance for both Junior and Adult Apprentices

## What other benefits do I receive?

State Transit offers Apprentices a wide range of other benefits including generous leave options and an Employee Pass for free travel on Government Bus, Rail and Ferry services in Sydney. Uniforms, personal protective equipment and tools are provided as well as study materials and textbooks. We also help to get you started by paying the fees for your trade qualification. Ongoing training and development assistance is provided throughout the apprenticeship and you receive priority access to apply for vacancies once the apprenticeship is complete.

## Will I be required to travel during the apprenticeship?

Yes. To develop experience, knowledge and skills and the opportunity to work on State Transit's diverse bus fleet, Sydney based apprentices rotate every six months to a new depot within the Sydney Metropolitan area. Rotations may involve travel of up to 60km from your home address. There will also be regular technical training that will be held at the Asset Management Division and off-site.

## What does the training contract involve?

Upon commencing an apprenticeship, you will enter into a training contract with State Transit. This training contract runs concurrently with your temporary employment contract with State Transit.

The training contract requires us to provide you with the necessary on the job training required to develop the skills and knowledge of the trade and release you to attend all other relevant off-site training as required.

The training contract requires you to attend and satisfactorily complete all the training requirements of your program. You are required to maintain an individual Apprentice Work Evidence Portfolio to record the technical tasks you have undertaken at our various work and other sites.

All apprentices must pass a probation period of three months.

## What other conditions are applicable to me?

Apprentices are required to comply with:

- State Transit's policies, procedures and code of conduct.
- The National Code of Good Practice for Australian Apprenticeships
- The workplace and conduct standards set by TAFE and other non State Transit work sites involved in the provision of training.

The New South Wales Public Sector core values of cultural diversity, equitable and ethical practices and a safe and fair workplace.

## What is the policy on drugs and alcohol?

Apprentices are classified as Transport Safety Employees under the Passenger Transport (Drug and Alcohol Testing) Regulation 2010 in NSW. Under the Regulation, it is an offence for a Transport Safety Employee to carry out work, or attend for work with the prescribed concentration of blood alcohol (presently 0.02 grams or more of alcohol in 210 litres of breath or 100 millilitres of blood).

It is also an offence under the Regulation for a Transport Safety Employee to carry out work, or report for work, while impaired by any drug.

State Transit conducts random drug and alcohol testing of Transport Safety Employees including Apprentices. Alcohol and drug testing of Transport Safety Employees may also be carried out following a safety related incident or where there are reasonable grounds to believe a Transport Safety Employee may be affected by drugs or have alcohol in their blood.

## Will my trade be recognised elsewhere?

Yes, your industry qualification is nationally recognised.

## What type of vehicles would I work with?

State Transit's fleet of over 2000 buses is made up of Volvo, Mercedes, Scania, MAN and Iveco buses. Over the last several years, State Transit has replaced a significant proportion of its fleet. The bus replacement program is the biggest ever investment in new buses in NSW history and also the largest single capital investment by any one bus company in Australian history.

For more information on the State Transit bus fleet, visit <http://www.statetransit.info/bus-fleet>

## What happens once the apprenticeship is over?

Apprenticeships are a contract of employment for a set period only. At the successful completion of an apprenticeship, we provide opportunity for you to apply for tradesperson vacancies as they become available and obtain a permanent position through a merit selection process.