

Apprenticeships & Traineeships on offer

Indigenous Careers Program 2022

Apprenticeships are dependent on the roles available at the time, locations and potential host contractors.



Certificate III in Engineering Fabrication Trade - 4 Years

BRISBANE, TOOWOOMBA, CHINCHILLA, ROMA

CAREER OUTCOME: BOILERMAKER / FITTER AND TURNER

This qualification defines the skills and knowledge required of an engineering tradesperson - fabrication within metal, engineering, manufacturing and associated industries. Duties may include: welding, metal work, machining and assemble



Certificate III in Business - 1 Year Certificate III in Business Administration - 1 Year

BRISBANE, TOOWOOMBA, CHINCHILLA, ROMA

CAREER OUTCOME: ADMINISTRATIVE ASSISTANT, ADMINISTRATION OFFICER, CUSTOMER SERVICE REPRESENTATIVE, PAYROLL OFFICER, ACCOUNTS CLERK, RECEPTIONIST, RECORDS CLERK.

The BSB30120 Certificate III in Business (Business Administration) equips you with the knowledge and skills to succeed in any administrative role. This business admin course could lead you to a rewarding career as a receptionist, payroll officer, senior administration officer, or records clerk.

Duties may include: Organise schedules and arrange meetings for a workplace, sort financial records and process payroll, maintain business resources, support the wellbeing of yourself and colleagues in the workplace, create documents and presentations.



Certificate III in Work Health & Safety 10 Months – 1 Year

BRISBANE, TOOWOOMBA, CHINCHILLA, WANDOAN, ROMA

This qualification reflects the role of individuals performing work health and safety (WHS) duties in addition to their main duties. They may provide technical advice and support to a team and apply a range of competencies in varied work contexts. It provides the skills and knowledge required to contribute to a variety of WHS tasks.



Certificate IV Workplace Health and Safety - 2 years

TOOWOOMBA, CHINCHILLA

CAREER OUTCOME: SAFETY INSPECTOR

This qualification reflects the role of individuals performing work health and safety (WHS) duties in addition to their main duties. They may provide technical advice and support to a team and apply a range of competencies in varied work contexts. It provides the skills and knowledge required to contribute to a variety of WHS tasks. Duties may include: Undertakes activities of Assembly, Maintenance & Overhaul for equipment, Conform with Quality Management systems and identify continual improvement opportunities where possible, Uphold all company HSE policies and requirements, Record keeping, Follow work process documents (MIM, SOP, JHA), Housekeeping of manufacturing areas, Undertake special projects, as assigned.



Certificate III in Automotive Electrical Technology - 4 years

CAREER OUTCOME: AUTOMOTIVE ELECTRICIAN

This qualification reflects the role of individuals who service, diagnose and repair electrical systems and components in vehicles in the automotive electrical service and repair industry. No licensing, legislative or certification requirements apply to this qualification at the time of publication.

Duties include: Automotive Electricians install, maintain, diagnose faults and repair electrical wiring and computer based equipment in cars, trucks, caravans, trailers, earthmoving and agricultural equipment and boats. Specifically, they diagnose, service and repair faults on electronically controlled vehicle systems such as electronic fuel injection and ignition, anti-lock braking, cruise control and automatic transmissions.

IN PARTNERSHIP WITH



Certificate III in Electrotechnology Electrician - 4 Years

CHINCHILLA

CAREER OUTCOME: ELECTRICIAN

When you complete the Certificate III in Electrotechnology, you will begin your career as a qualified electrician. During your apprenticeship, you will learn the skills to interpret electrical drawings develop circuits, select, install and set up electrical components. You will also test, fault find, repair and maintain electrical systems.

Duties include: select, install, set up, test, fault find, repair and maintain electrical systems and equipment in buildings and premises

Dual Trade -Certificate III in Electrotechnology Electrician - Certificate III in Instrumentation and Control. 5 Years

CHINCHILLA

CAREER OUTCOME: ELECTRICIAN

When you complete the Certificate III in Electrotechnology, you will begin your career as a qualified electrician. During your apprenticeship, you will learn the skills to interpret electrical drawings, develop circuits, select, install and set up electrical components. You will also test, fault find, repair and maintain electrical systems. This qualification provides competencies to select, install, set up, test, fault find, repair and maintain systems and devices for measurement and recording of physical/chemical phenomena and related process control.

Certificate III in Hospitality - 1 Year

CHINCHILLA, WANDOAN (CAMP ONLY)

CAREER OUTCOME: FRONT DESK RECEPTIONIST, BAR ATTENDANT, HOUSEKEEPER (HOTEL/MOTEL), WAITER, GAMING ATTENDANT, BARISTA, FUNCTION HOST

This qualification will provide you with the essential skills and knowledge to join the hospitality industry in an entry-level position. This course offers you the chance to discover the various exciting career pathways in hospitality — from front office receptionist in a five-star hotel, to a banquet attendant serving a function for 1,000 people, to preparing the latest on-trend cocktails.

Certificate III in Commercial Cookery - 3 Years

CHINCHILLA, WANDOAN (CAMP ONLY)

Hone your skills in the basic methods of cookery and learn how to prepare poultry, seafood and meat dishes. You will also discover the skills to work effectively in the kitchen and maintain the quality and

safety of food you are preparing. Our highly qualified teachers have experience in some of Australia's most well known kitchens. They are dedicated to sharing their knowledge and will prepare you for a fast paced career in commercial cookery.

Certificate III in Conservation and Land Management 1 Year

CHINCHILLA

This course will prepare you for anything the great outdoors can throw at you. You'll gain specialised skills in plant identification, seed collection and propagation, navigating trackless routes, operating machinery, and running revegetation projects. Successful completion of this course will qualify you to work as a park ranger or on land conservation projects in a diverse range of settings.

Certificate III in Conservation and Ecosystem Management - 1 Year

CHINCHILLA

CAREER OUTCOME: INDIGENOUS LANDS WORKER, REVEGETATION WORKER, LAND REHABILITATION WORKER, LANDS, PARKS AND WILDLIFE OFFICER, SOIL CONSERVATION SPECIALIST, NATIONAL PARKS WORKER, CONSERVATION EARTHWORKS ASSISTANT

This qualification provides the skills and theoretical and practical knowledge for work or further learning in the conservation and ecosystem management industry. The qualification provides for work roles encompassing a broad range of skills.

Duties include: Individuals with this qualification perform a range of conservation and ecosystem management activities including, site restoration, rehabilitation and renewal and management of the rural and natural landscapes, degraded sites and marine environments. They contribute to the preservation and maintenance of wildlife and their habitat in the natural ecosystem, parks and reserves. Activities frequently involve working with and preservation of indigenous culture and heritage resources.

Certificate III in Laboratory Skills - 1 Year

CHINCHILLA

This course will give you the practical skills and knowledge to plan and conduct laboratory and field work, perform simple scientific calculations, present information, and record and store data. You'll also develop effective interpersonal skills, learn how to follow work health and safety (WHS) policies and procedures, and comply with environmental regulations. Our highly experienced staff are still strongly embedded in the industry and will give you the one-on-one guidance you need to succeed. Successful completion of this course will qualify you to work as a laboratory assistant in food technology, pathology, schools or trades. It will also give you the foundation knowledge you need to undertake further studies in the field.



Certificate III in Mobile Plant Technology **- 4 Years**

CHINCHILLA, ROMA

Learn how to repair and replace electrical and electronic circuit systems, diagnose and repair engines and engine components such as tracked type drive and support systems, repair mobile plant braking systems, fluid power and steering systems, drive assemblies, and transmissions. Our industry expert teachers will show you how to apply your new skills and knowledge to practical tasks to carry out these diagnostic and repair procedures.



Certificate III in Heavy Commercial Vehicle Mechanical Technology **- 4 Years**

CHINCHILLA, BRISBANE, TOOWOOMBA

In this course you will apply your practical skills and gain underpinning knowledge of how to diagnose problems, repair and service a range of systems and components of heavy vehicles and equipment. You'll repair and service engines, transmissions, cooling, steering and suspension systems, electrical circuits and systems, hydraulic and air braking systems, and diesel fuel injection systems. You will also apply your skills and knowledge to complete heavy vehicle safety and roadworthy inspections.



MEM30219 - Certificate III in Engineering - Mechanical Trade **- 4 Years**

CHINCHILLA, BRISBANE, TOOWOOMBA

This qualification defines the skills and knowledge required of an engineering tradesperson - mechanical within metal, engineering, manufacturing and associated industries. The qualification has been specifically developed for apprentices in the above trade. This qualification must be undertaken through a Training Contract or through formal trade recognition assessment processes.

The skills associated with this qualification are intended to apply to a wide range of mechanical trade work, including undertaking fitting, assembly, manufacture, installation, modification, testing, fault finding, maintenance and service of mechanical equipment, machinery and the use of machine tools. This qualification is designed to provide an industry recognised skills profile related to trade work as an Engineering Tradesperson - Mechanical. Assessment of some units of competency must, where indicated, include evidence of the candidate's performance in a functioning workplace where there is a sufficient range of appropriate tasks and materials to cover the scope of application of those units. All outcomes must reflect the standard of performance inherent in the job. No licensing, legislative or certification requirements apply

to this qualification at the time of publication. However, in some jurisdictions units in this qualification may relate to licensing or regulatory requirements. Local regulations should be checked.



Certificate III in Telecommunications Technology - 3 Years

CHINCHILLA, BRISBANE

This qualification is for telecommunications technology operators who assess installation requirements, plan and perform installations, test installed equipment, and fault-find when issues arise with installed equipment.

- Telecommunications technology operators may work on:
- customer cabling networks
- digital reception technology
- optical networks
- premises cabling
- radio communications
- rigging, which also involves installing and maintaining radio antennas on high structures such as radio towers, and building and mounting sections of radio masts for a complete radio structure
- telecommunications networking
- wireless networks.

Licensing/Regulatory Information

Work functions in the occupational areas where this qualification may be used are subject to regulatory requirements. Refer to the ICT Information and Communications Technology Training Package Companion Volume Implementation Guide or the relevant regulator for details of licensing, legislative or certification requirements. Cabling at the customer premises must be carried out according to requirements of the Australian Communications and Media Authority (ACMA) and relevant industry registration bodies, in line with the specifications of the access network owner. High risk work (HRW) licences are required for dogging work and rigging as outlined on the Safe Work Australia website.



Certificate III in Civil Construction - 3 Years

CHINCHILLA, GYMPIE, WANDOAN

This qualification reflects the role of individuals working as skilled operators in civil construction, who apply a broad range of skills in varied work contexts, using some discretion and judgement and relevant theoretical knowledge. The individual may provide theoretical advice and support a team. The qualification applies to specialist occupations in bituminous surfacing, bridge construction and maintenance, pipe laying, road construction and maintenance, road marking, tunnel construction, timber bridge construction and maintenance, traffic management and general civil construction occupations.

Certificate III in Water Industry Operations (Warehousing) - 2 Years

CHINCHILLA, WANDOAN

This is a qualification for those engaged in generalist water industry operations or specialisations in catchment and dams, civil construction, irrigation water supply, networks, treatment: water and wastewater, wastewater treatment or water treatment. The general qualification covers skills and knowledge to obtain a broad range of skills in the water industry. It allows staff to apply operational and procedural practices under the appropriate level of supervision.

Group A: Specialist Elective - Catchment and Dams

This specialisation covers the skills and knowledge required to monitor, operate and maintain water catchment and dam operations.

Group B: Specialist Elective - Civil Construction

This specialisation covers the skills and knowledge required to monitor, operate and maintain civil construction operations.

Group C: Specialist Elective - Irrigation Water Supply

This specialisation covers the skills and knowledge required to monitor, operate and maintain irrigation water supply operations.

Group D: Specialist Elective - Networks

This specialisation covers the skills and knowledge required to monitor, operate and maintain network operations.

Group E: Specialist Elective - Treatment: Water and Wastewater

This specialisation covers the skills and knowledge required to monitor, operate and maintain treatment operations for both water and wastewater.

Group F: Specialist Elective - Wastewater Treatment

This specialisation covers the skills and knowledge required to monitor, operate and maintain wastewater treatment operations.

Group G: Specialist Elective - Water Treatment

This specialisation covers the skills and knowledge required to monitor, operate and maintain drinking water treatment operations. Please note: RTO to insert on the testamur, the specialist elective unit group selected from the group choice below.

No licensing, legislative or certification requirements apply to this qualification at the time of publication.

Certificate III in Water Industry Operations (Warehousing) - 2 Years

CHINCHILLA, BRISBANE, TOOWOOMBA

This is a qualification for those engaged in supply chain operations and includes specialisations for logistics and warehousing operations. It involves a defined range of skilled operations, usually within a range of broader related activities involving known routines, methods and procedures, where some discretion and judgement is required in selecting equipment, services or contingency measures within known time constraints. It may also include responsibility for coordinating the work of others. Successful achievement of the licensing units within the qualification must align with applicable licensing and regulatory requirements. Job roles and titles vary across different sectors.

POSSIBLE JOB TITLES RELEVANT TO THIS QUALIFICATION INCLUDE:

- LOGISTICS OPERATOR
- WAREHOUSE OPERATOR
- SUPPLY CHAIN ADMINISTRATION OPERATOR
- SUPPLY CHAIN ADMINISTRATION OFFICER
- RAIL TERMINAL OPERATOR

Host Contractors

As part of your apprenticeship or traineeship we are proud to offer placements with top-tier contractors in the natural gas industry through Harness and Shell's QGC business.



The Indigenous Careers program is managed by Harness Energy, a specialist provider of trained labour as well as safety and induction training specific to the natural gas sector, with over 700 clients utilising our services.

IN PARTNERSHIP WITH



Shell's QGC business is located in Queensland in Eastern Australia. We are one of Australia's leading natural gas producers, focused on developing Queensland's world class onshore gas reserves.

Locations available: Brisbane, Toowoomba, Chinchilla, Roma and all of the Western Downs

www.harnessenergy.com.au