

# Business Traineeship

## Full Time Maximum Term 12 months

*The Scenic Rim is a region of opportunity surrounded by World Heritage-listed national parks and well renowned for its breathtaking scenery, agricultural and tourism industries.*

*At Scenic Rim Regional Council, we deliver community services and infrastructure to the region's population of more than 40,000. With a diverse team exceeding 470 employees, we are committed to shaping a progressive future for our community through collaboration, integration and innovation. We are proudly an equal opportunity employer that embraces diversity and a workplace underpinned by shared ethos and values that shape our actions and behaviours.*

### **About this opportunity**

If you're thinking about a career in business or administration this traineeship may be the opportunity for you!

As a Business Trainee you will be given the opportunity to complete a Certificate III in Business while learning on the job skills in local government under the guidance of staff and a training provider. This traineeship is offered on a full time basis for a fixed period (the length of the traineeship - maximum duration 12 months) and offers those without prior qualifications the chance to gain skills and a qualification for further employment.

Interviews for shortlisted candidates will be held in November 2024 with an offer made in December 2024 with a start in February 2025.

### **Additionally, you'll also ...**

You will be given time during work hours to complete module work from your traineeship, however, it will also be your responsibility to take the initiative in completing module work in your own time, ensuring you are on track with your training plan. You will be required to follow instructions from a supervisor who will guide you through allocated tasks, while we expect you to manage your own time to complete assigned tasks within designated time frames. Your role may involve customer service, data entry and general administration tasks.

### **About you...**

Funded by the Queensland Government, the First Start Program offers entry level opportunities to eligible job seekers primarily young Queensland school leavers and job seekers from groups considered at risk of enduring prolonged periods of unemployment.

Groups include:

- young people (aged 15–24 years), including those in and transitioned from out-of-home care
- long-term unemployed job seekers
- mature-age job seekers (aged 45 years or older)
- Aboriginal and Torres Strait Islander people
- migrants and refugees from culturally and linguistically diverse backgrounds
- people with disability
- displaced workers
- women re-entering the workforce, and
- veterans, ex-ADF personnel and their families.

To be eligible, Queenslanders must also be:

- aged 15 years or older and no longer at school
- able to meet citizen, residency and visa requirements to undertake a traineeship, and
- be eligible to undertake a traineeship (eligibility may be affected by prior completed qualifications or traineeships).

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

Scenic Rim Regional Council is an innovative employer offering a full-time fixed term position for the duration of the traineeship (nominal duration 12 months) and comes with a base remuneration (dependent on age, experience and traineeship type), plus superannuation.

### **How to apply**

If this sounds like the position for you, **don't delay - Apply now!**

1. Submit a covering letter that tells us **why YOU WANT this role**. In addition, include your skills, experience and suitability. **Be passionate! Be creative! Be specific!** Max 2 pages.
2. Attach your resume that provides a clear statement of your working history, relevant skills and key achievements (including specific examples of what you've done in the past).

Applications close: **12noon on Friday, 13 September 2024**

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# Civil Construction Traineeship

## Full Time Maximum Term 12 months

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### **About this opportunity**

If you're thinking about a career in civil construction this traineeship may be the opportunity for you!

As a Civil Construction Trainee, you will be given the opportunity to complete a Certificate III in Civil Construction while learning on the job skills in local government under the guidance of staff and a training provider. This traineeship is offered on a full time basis for a fixed period (the length of the traineeship - maximum duration 12 months) and offers those without prior qualifications the chance to gain skills and a qualification for further employment.

Interviews for shortlisted candidates will be held in November 2024 with an offer made in December 2024 with a start in February 2025.

### **Additionally, you'll also ...**

You will be given time during work hours to complete module work from your traineeship, however, it will also be your responsibility to take the initiative in completing module work in your own time, ensuring you are on track with your training plan. You will be required to follow instructions from a supervisor who will guide you through allocated tasks, while we expect you to manage your own time to complete assigned tasks within designated time frames. Your role may involve performing general labouring duties, operating a variety of small plant and participating in team meetings.

### **About you...**

Funded by the Queensland Government, the First Start Program offers entry level opportunities to eligible job seekers primarily young Queensland school leavers and job seekers from groups considered at risk of enduring prolonged periods of unemployment.

Groups include:

- young people (aged 15–24 years), including those in and transitioned from out-of-home care
- long-term unemployed job seekers
- mature-age job seekers (aged 45 years or older)
- Aboriginal and Torres Strait Islander people
- migrants and refugees from culturally and linguistically diverse backgrounds
- people with disability
- displaced workers
- women re-entering the workforce, and
- veterans, ex-ADF personnel and their families.

To be eligible, Queenslanders must also be:

- aged 15 years or older and no longer at school
- able to meet citizen, residency and visa requirements to undertake a traineeship, and
- be eligible to undertake a traineeship (eligibility may be affected by prior completed qualifications or traineeships).

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

Scenic Rim Regional Council is an innovative employer offering a full-time fixed term position for the duration of the traineeship (nominal duration 12 months) and comes with a base remuneration (dependent on age, experience and traineeship type), plus superannuation.

### **How to apply**

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1. Submit a covering letter that tells us **why YOU WANT this role**. In addition, include your skills, experience and suitability. **Be passionate! Be creative! Be specific!** Max 2 pages.

2. Attach your resume that provides a clear statement of your working history, relevant skills and key achievements (including specific examples of what you've done in the past).

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# Diesel Fitter Apprenticeship

## Full Time Maximum Term 4 years

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### About this opportunity

If you're thinking about a career as a Diesel Fitter, this apprenticeship may be the opportunity for you!

As a apprentice Diesel Fitter, you will be given the opportunity to complete a Certificate III in Heavy Commercial Vehicle Mechanical Technology while learning on the job skills in local government under the guidance of staff and a training provider. This apprenticeship is offered on a full time basis for a fixed period (the length of the apprenticeship - maximum duration 4 years) and offers those without prior qualifications the chance to gain skills and a qualification for further employment.

Interviews for shortlisted candidates will be held in November 2024 with an offer made in December 2024 with a start in February 2025.

### Additionally, you'll also ...

You will be given time during work hours to complete module work from your apprenticeship, however, it will also be your responsibility to take the initiative in completing module work in your own time, ensuring you are on track with your training plan. You will be required to follow instructions from a supervisor who will guide you through allocated tasks, while we expect you to manage your own time to complete assigned tasks within designated time frames. Your role will involve performing maintenance tasks on Council's fleet, plant and equipment under full supervision.

### About you...

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Groups include:

- young people (aged 15–24 years), including those in and transitioned from out-of-home care
- long-term unemployed job seekers
- mature-age job seekers (aged 45 years or older)
- Aboriginal and Torres Strait Islander people
- migrants and refugees from culturally and linguistically diverse backgrounds
- people with disability
- displaced workers
- women re-entering the workforce, and
- veterans, ex-ADF personnel and their families.

To be eligible, Queenslanders must also be:

- aged 15 years or older and no longer at school
- able to meet citizen, residency and visa requirements to undertake a apprenticeship, and
- be eligible to undertake a apprenticeship (eligibility may be affected by prior completed qualifications, traineeships and apprenticeships).

### What's In it for you?

Scenic Rim Regional Council is an innovative employer offering a full-time fixed term position for the duration of the apprenticeship (nominal duration 4 years) and comes with a base remuneration (dependent on age, experience and previous qualifications), plus superannuation.

### How to apply

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# Horticulture Traineeship

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### **About this opportunity**

If you're thinking about a career in horticulture, this traineeship may be the opportunity for you!

As a Horticulture Trainee you will be given the opportunity to complete a Certificate III in Horticulture while learning on the job skills in local government under the guidance of staff and a training provider. This traineeship is offered on a full time basis for a fixed period (the length of the traineeship - maximum duration 12 months) and offers those without prior qualifications the chance to gain skills and a qualification for further employment.

Interviews for shortlisted candidates will be held in November 2024 with an offer made in December 2024 with a start in February 2025.

### **Additionally, you'll also ...**

You will be given time during work hours to complete module work from your traineeship, however, it will also be your responsibility to take the initiative in completing module work in your own time, ensuring you are on track with your training plan. You will be required to follow instructions from a supervisor who will guide you through allocated tasks, while we expect you to manage your own time to complete assigned tasks within designated time frames. Your role may involve performing gardening and nursery duties, assist with weed control, pests and diseases and operate a variety of hand held tools and machinery.

### **About you...**

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- mature-age job seekers (aged 45 years or older)
- Aboriginal and Torres Strait Islander people
- migrants and refugees from culturally and linguistically diverse backgrounds
- people with disability
- displaced workers
- women re-entering the workforce, and
- veterans, ex-ADF personnel and their families.

To be eligible, Queenslanders must also be:

- aged 15 years or older and no longer at school
- able to meet citizen, residency and visa requirements to undertake a traineeship, and
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# Library Services Traineeship

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### **About this opportunity**

If you're thinking about a career in library services, this traineeship may be the opportunity for you!

As a Library Services Trainee, you will be given the opportunity to complete a Certificate III in Library and Information Services while learning on the job skills in local government under the guidance of staff and a training provider. This traineeship is offered on a full time basis for a fixed period (the length of the traineeship - maximum duration 12 months) and offers those without prior qualifications the chance to gain skills and a qualification for further employment.

Interviews for shortlisted candidates will be held in November 2024 with an offer made in December 2024 with a start in February 2025.

### **Additionally, you'll also ...**

You will be given time during work hours to complete module work from your traineeship, however, it will also be your responsibility to take the initiative in completing module work in your own time, ensuring you are on track with your training plan. You will be required to follow instructions from a supervisor who will guide you through allocated tasks, while we expect you to manage your own time to complete assigned tasks within designated time frames. Your role may involve general administrative duties, customer service and other relevant duties relating to the function of a Library.

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