

Position Description

Plumbing Apprentice

POSITION STATUS

TBA

DATE

February 2010

PURPOSE OF THE ROLE

The purpose of an apprenticeship is to provide an individual with the opportunity to develop skills and knowledge in a particular trade through completing on the job training with a host employer and completing an approved course of formal training through a registered training provider such as TAFE.

EXPERIENCE AND TRAINING

Essential criteria

- A willingness to develop skills and knowledge in this trade
- A commitment to undertake and complete formal training at TAFE
- The ability to listen and follow instructions and ask for help when necessary
- A willingness to undertake paid employment in chosen trade
- The desire to make a positive contribution in the workplace
- The desire to participate actively in the community in which you live

Desirable

- Understanding of apprenticeship and traineeships in NSW
- Work experience in chosen trade

LINE MANAGEMENT AND REPORTING RELATIONSHIPS

An Apprentice is employed by GTES and has regular communication with GTES through their Field Officer. In the work place the Apprentice reports to the Host Employer or supervisor appointed by the Host Employer. An Apprentice must develop effective working relationships with:

- GTES Field Officer
- Host employer
- Colleagues in the workplace
- TAFE Teachers

CORE RESPONSIBILITIES OF THE POSITION

Core Responsibility: To be a responsible employee of GTES.	
Specific duties	
1.	Develop an effective working relationship with your Field Officer through regular communication and participation in field visits.
2.	Be proactive in contacting your Field Officer if you experience any problems in the workplace or have any queries.
3.	Fill in timesheets correctly and on time.
4.	Make a contribution to the Host Employers workplace by being punctual, interested, follow instructions, ask for assistance, and adhering to workplace policies and procedures, such as safe working practices.
5.	Attend TAFE to learn the theory of the trade.
6.	Act responsibly and safely in the workplace for your own safety and that of your colleagues.
7.	Be courteous to Host employer and work colleagues.
8.	Take annual leave within the year it accrues.
9.	Participate in awards and competitions to further develop individual skills.

Core Responsibility: To fulfill the training requirements of an Apprenticeship in NSW	
Specific duties	
1.	Abide by the terms and conditions of the Training Contract.
2.	Fulfill the requirements of the RTO endorsed training plan in time allocated in particular: <ul style="list-style-type: none"> • Enroll and attend TAFE • Make a commitment to study vocational training and complete TAFE assessments to the best of your ability • Demonstrate skills acquired through competency based training assessments
3.	Comply with the provisions of legislation relevant to your trade, in particular the Apprenticeship and Traineeship Act 2001 and the Occupational Health and Safety Act.
4.	Raise any issues or concerns about training arrangements with your Field Officer.
5.	Complete GTES Induction training prior to commencing your apprenticeship.
6.	Undertake Occupational Health and Safety training prior to commencing work with Host Employer.

Core Responsibility: Trade Specific responsibilities	
Summary of duties	
Plumbing apprentices install, maintain and repair pipes, drains, cladding, mechanical services and related equipment for water supply, gas, drainage, sewage, heating and cooling and other systems.	
Specific Training Modules	
1.	Work effectively in the plumbing and services sector
2.	Carry out interactive workplace communication
3.	Carry out OH&S requirements
4.	Read plans and calculate plumbing quantities
5.	Handle and store plumbing materials
6.	Use plumbing hand and power tools
7.	Carry out levelling
8.	Mark out materials
9.	Apply first aid in the workplace

10.	Weld using oxy-acetylene equipment
11.	Weld using arc welding equipment
12.	Flash penetrations through roofs and walls
13.	Weld polyethylene (PE) pipe using fusion method
14.	Fabricate and install non-ferrous pressure piping
15.	Fabricate and install fire hydrant and hose reel systems
16.	Install domestic and residential life safety sprinkler systems
17.	Work safely on roofs
18.	Set out and install water services
19.	Install and adjust water service controls and devices
20.	Install and commission water heating systems
21.	Install water pump sets
22.	Fit off and commission hot and cold water services
23.	Connect irrigation systems from drinking water supply
24.	Carry out concreting to simple forms
25.	Install domestic water treatment equipment
26.	Install water service
27.	Design domestic urban irrigation systems
28.	Set out, install and commission irrigation systems
29.	Install and commission domestic irrigation pumps
30.	Install trench support

SIGNATURE

Field Officer

Apprentice

Date
