

Start your  
TAFE studies  
while still at  
school!

## SkillsTech Australia

# VET in Schools Program Guide

*Anything's possible*

# 2012



Industry's right hand



# Contents



## General information

---

<b>Introduction</b>	<b>1</b>
<b>Study and career pathways</b>	<b>2</b>
<b>School-based apprentices and trainees</b>	<b>3</b>
<b>Train at school</b>	<b>4</b>
<b>Train at TAFE</b>	<b>5</b>
<b>Where to find us</b>	<b>7</b>

## Train at TAFE programs

---

<b>Programs by training centre</b>	<b>8</b>
<b>Year 10 Trade Taster</b>	<b>9</b>
<b>Automotive</b>	<b>10</b>
Certificate II in Automotive Electrical .....	11
Certificate II in Automotive Mechanical .....	11
<b>Building and construction</b>	<b>12</b>
Para-professional Construction Pathway .....	13
Certificate I in Construction .....	13
Certificate I in Plumbing Services .....	14
Certificate II in Furniture Making.....	14
<b>Electrotechnology</b>	<b>15</b>
Certificate II in Data and Voice Communications .....	16
Certificate II in Electrotechnology (Career Start) .....	17
<b>Manufacturing and engineering</b>	<b>18</b>
Computer-Aided Drafting Program.....	19
Certificate I in Engineering .....	19
Certificate I in Engineering (Diesel Fitting) .....	20

### Women in Hard Hats

#### Information for girls considering their career options

Recent statistics indicate more girls are studying and gaining employment in 'hard hat' industries every day, but more are still needed.

Women in Hard Hats is a Queensland Government initiative. Led by the Office for Women, it encourages women and girls to enter and remain in hard hat careers in a range of industries.

**Read more on page 21 of this booklet.**

#### © Copyright 2011 SkillsTech Australia

While every effort will be made to advise students of any changes made to this document, SkillsTech Australia reserves the right to change or otherwise revise the information in this document without notice.

The details in this document are correct at the time of printing. For the most up-to-date information and to confirm program details, call **1800 654 447** or visit **www.skillstech.tafe.qld.gov.au**

Aboriginal and Torres Strait Islander people should note that although no offence is intended, this publication may contain images that cause distress.



PRINTED IN AUSTRALIA

# Introduction

## What is SkillsTech Australia?

SkillsTech Australia is Queensland's lead TAFE institute in trade and technician training.

### SkillsTech Australia

SkillsTech Australia is Queensland's lead TAFE institute in:

- automotive
- building and construction
- manufacturing and engineering
- electrotechnology
- sustainable technologies.

We are the largest public provider of trade and technician training in Australia with six training centres across Brisbane and more than 20,000 students per year.

SkillsTech Australia TAFE has strong links with industry and centres of excellence to ensure that our vocational education and training qualifications address employer and student needs.

SkillsTech Australia TAFE delivers more than 120 training programs, including VET in Schools programs, pre-apprenticeship, apprenticeship/traineeship and post-trade training, in a range of ways to meet the needs of Queenslanders in all stages of their lives. This includes face-to-face instruction, workplace-based learning, texts, video conferencing and e-learning.

We pride ourselves on providing industry-relevant training, delivered by experienced industry-qualified teaching staff in state-of-the-art facilities that meet students' needs.

### Where to find us

SkillsTech Australia has six training centres located across the Brisbane metropolitan area in:

- Acacia Ridge
- Alexandra Hills
- Bracken Ridge
- Eagle Farm
- Mt Gravatt
- Salisbury.

### What is VET in Schools?

VET in Schools programs give Year 10–12 students the opportunity to gain nationally recognised trade qualifications that count towards their Queensland Certificate of Education (QCE) while completing their senior studies at school.

#### Benefits of VETiS programs

VET in Schools programs provide students with the opportunity to gain:

- practical hands-on training
- valuable employability skills
- credit points towards a Queensland Certificate of Education (QCE)
- real trade skills and qualifications while completing high school
- a competitive edge in the employment marketplace
- credit towards further study.

#### VETiS study options

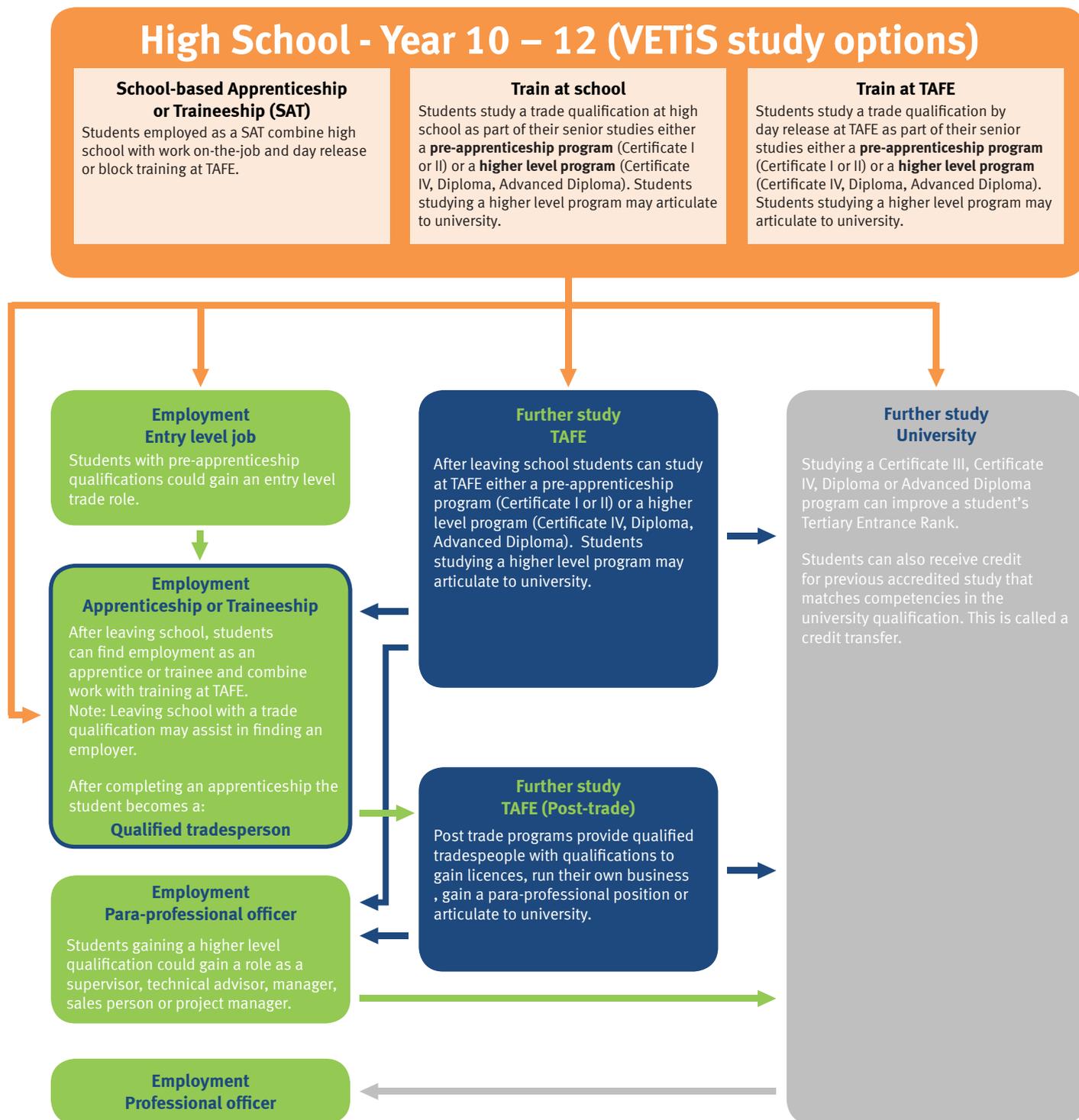
There are three ways to study VET in Schools programs:

- **Become a school-based apprentice or trainee**  
Students gain employment as a school-based apprentice or trainee and study via day release at TAFE.
- **Train at school**  
The school forms a partnership with SkillsTech Australia enabling the school's teachers to deliver trade training to their students at school.
- **Train at TAFE**  
Students receive trade training at a SkillsTech Australia TAFE training centre, delivered by our teachers.

# Study and career pathways

The diagram below provides information on study and career pathways available through SkillsTech Australia.

For more information on SkillsTech Australia's range of programs and university articulation arrangements, please visit [www.skillstech.tafe.qld.gov.au](http://www.skillstech.tafe.qld.gov.au)



# School-based apprentices and trainees

## School-based apprentices and trainees

School-based apprenticeships and traineeships (SATs) allow high school students to work for an employer and earn a wage, while training for a recognised qualification and completing their secondary school studies.

SATs are a great way to make the move from school to work, many students complete Year 12 with a full-time job.

Training is delivered at a SkillsTech Australia Training Centre by day and/or block release. Day release is usually one day per week. Block release is multiple consecutive days and often available during school holidays.

### What is the difference between a school-based apprenticeship and a school-based traineeship?

A school-based apprentice is trained in a skilled trade, and upon successful completion will become a qualified tradesperson. A school-based trainee is trained in a vocational area, but the training does not lead to a tradesperson qualification.

### How do students get a school-based apprenticeship or traineeship?

#### Step 1: Choose the right apprenticeship or traineeship

Choose an apprenticeship or traineeship that offers skills the student will enjoy learning. Students can visit career websites and talk to their school VET Coordinator or Guidance Officer to work out their area of interest.

#### Step 2: Talk to the school

The school, student and parent need to agree on the student undertaking a school-based apprenticeship or traineeship. The chosen SAT also needs to fit into the student's overall school program.

#### Step 3: Find an employer

The student needs to find an employer who will give them a job as a SAT. An employer can be found through family and friends, by directly contacting employers and group training organisations, or by applying for advertised jobs.

#### Step 4: Work with training partners

An Australian Apprenticeships Centre (AAC) organises and conducts the signing of the training contract with the

employer, student and parent/guardian. This contract is a legally binding agreement between the employer and SAT to work and train together.

SATs and their employer will choose a training provider (e.g. TAFE). The training provider will develop a training plan, deliver training, assess the achievement of skills and issue the qualification upon completion.

#### Step 5: Get started

The AAC lodges the completed training contract for registration with the Department of Education and Training. The training provider receives notification of the training contract and organises the training plan, a student induction and suitable training to fit with the student's school and work timetable.

There is a probationary period in the contract that gives the employer and SAT time to decide whether they are compatible.

Note: SkillsTech Australia has a dedicated School-based Apprenticeship and Traineeship Coordinator who works with schools making sure a student's training is balanced with their work and school commitments.

### What fees do students pay?

School-based apprentices and trainees do not pay fees. Training is funded by the Queensland Government.

### Queensland Certificate of Education

A SAT can contribute up to 6 credit points towards a student's Queensland Certificate of Education (QCE):

- 1 – 4 credit points for on-the-job participation (time spent at work)
- 2 credit points for satisfactory completion of 25 per cent of the training plan.

## More information

For more information about school-based apprenticeships or traineeships visit:

- [www.skillstech.tafe.qld.gov.au](http://www.skillstech.tafe.qld.gov.au)
- [www.apprenticeshipsinfo.qld.gov.au/school-based](http://www.apprenticeshipsinfo.qld.gov.au/school-based)

# Train at school

## Learn a trade at school

SkillsTech Australia partners with schools enabling the school's teachers to deliver the following trade training in their school:

- construction
- engineering
- furniture making
- sustainable technologies
- electrotechnology
- computer-aided drafting.

SkillsTech Australia provides the school with advice and support on the training delivery and student assessment to ensure industry-relevant and Australian Quality Training Framework (AQTF) compliant training is delivered.

Note: Support is available for Trade Training Centres in schools.

### Enrolments and results

Students enrol with SkillsTech Australia.

SkillsTech Australia issues the results and awards to students.

Note: Results are automatically uploaded to the Queensland Studies Authority (QSA) database for recognition on the student's QCE.

### What fees do students pay?

Queensland school students undertaking nationally recognised VET training as part of their senior studies are not charged tuition fees. Schools may charge a materials fee to cover the cost of materials used as part of the program.

### Queensland Certificate of Education (QCE)

Full completion of a Certificate I or partial completion of a Certificate II or higher contributes towards a student's QCE.

Students and parents are advised to speak with the school VET Coordinator for information about QCE credit points.

## More information

### Students and parents

For more information on the availability of Partnerships with Schools programs, please contact the school VET Coordinator.

### Schools

For more information about Partnerships with Schools programs, please contact the SkillsTech Australia VET in Schools Coordinator on 3244 0305.



# Train at TAFE

## Learn a trade at TAFE

Students can attend a SkillsTech Australia Training Centre one day per week over one or two years of their senior schooling to learn a trade and gain a nationally recognised qualification.

### How do students enrol?

Students need to work out a Senior Education and Training (SET) Plan with their school Guidance Officer / VET Coordinator / Head of Schooling.

Students identify a trade program to study. The VET Coordinator then registers the student's interest by completing a Nomination Form and forwarding it to SkillsTech Australia's Schools Liaison Unit.

SkillsTech Australia will notify schools of student placements and forward them the enrolment information for distribution to the students.

### What fees do students pay?

Queensland school students who undertake nationally recognised VET training at SkillsTech Australia as part of their senior studies are not charged tuition fees.

Students will be charged a small fee for materials used as part of the program and will be notified of the cost prior to enrolling.

A yearly administration fee of \$35 must be paid by students. The charge covers administration costs and a student ID card. It is payed on enrolment and non-refundable.

### Attendance

It is important that students, parents and schools commit to the program and ensure students attend all scheduled classes. Students missing classes will be at risk of not successfully completing their program.

### Cancellations / changes

Any request for cancellation or change to a program must be made in writing to the SkillsTech Australia Schools Liaison Unit, Locked Mail Bag 2020, Archerfield, Queensland 4108, or by email to [schools.skillstech@det.qld.gov.au](mailto:schools.skillstech@det.qld.gov.au)

Requests to change programs must be received prior to the start of classes. All program changes are subject to availability.

## Refunds

Any request for refunds are subject to approval as outlined in the *TAFE Queensland Refund Policy*.

## Entry requirements

To participate students must meet the following requirements:

- be at least 15 years of age on the day classes start
- be enrolled and attending a Queensland school
- adhere to TAFE Queensland and SkillsTech Australia rules and regulations while attending VET in Schools programs
- meet any entry requirements specified for individual programs.

It is recommended students have achieved at least a Sound Achievement in Authority Maths and English in Year 10.

These programs are not available to international students.

## Student support

SkillsTech Australia supports an inclusive learning environment and we are happy to work with schools to include students where possible.

Prior to enrolment, schools must notify SkillsTech Australia of any student who may require support. We will endeavour to work with the school to make the most appropriate arrangements for individual students. However, the primary responsibility for provision of this support lies with the school.

## Personal Protective Equipment (PPE)

All students training in a workshop environment are required to wear Personal Protective Equipment (PPE). It is mandatory for students to supply and wear steel-capped boots, appropriate safety clothing and safety glasses.

## Vocational placement and work experience

During vocational placement a student is placed in a workplace to receive practical training and experience as part of the course. Vocational placement hours are in addition to normal class attendance. Vocational placement is a mandatory part of some courses. The number of hours required is shown in the program information.

When vocational placement is not undertaken, it is recommended students undergo work experience relevant to their training. Work experience is organised and administered by the school and is not part of a student's SkillsTech Australia program.

### Queensland Certificate of Education (QCE)

Completion of competencies and qualifications at SkillsTech Australia can contribute towards a student's QCE. The number of credit points achieved is shown on the program information.

Full completion of a Certificate I or partial completion of a Certificate II or higher contributes towards a student's QCE.

Students and parents are advised to speak with their school's VET coordinator for information about QCE points.

### Important information

- Program commencement is subject to sufficient student numbers.
- All prices are correct at time of printing and are subject to change.
- Competencies may vary from those listed.

## More information

### Students and parents

For more information about Train at TAFE programs, please contact the school VET Coordinator.

### Schools

For more information about Train at TAFE programs, please phone SkillsTech Australia's Schools Liaison Unit on 3244 0376.



# Where to find us

## Training centre locations

SkillsTech Australia delivers trade and technician training at six Brisbane metropolitan training centres.

### Acacia Ridge

247 Bradman St  
Acacia Ridge QLD 4110

### Bracken Ridge

157 Norris Rd  
Bracken Ridge QLD 4017

### Mt Gravatt

1030 Cavendish Rd  
Mt Gravatt QLD 4122

### Alexandra Hills

Windemere Rd  
Alexandra Hills QLD 4161

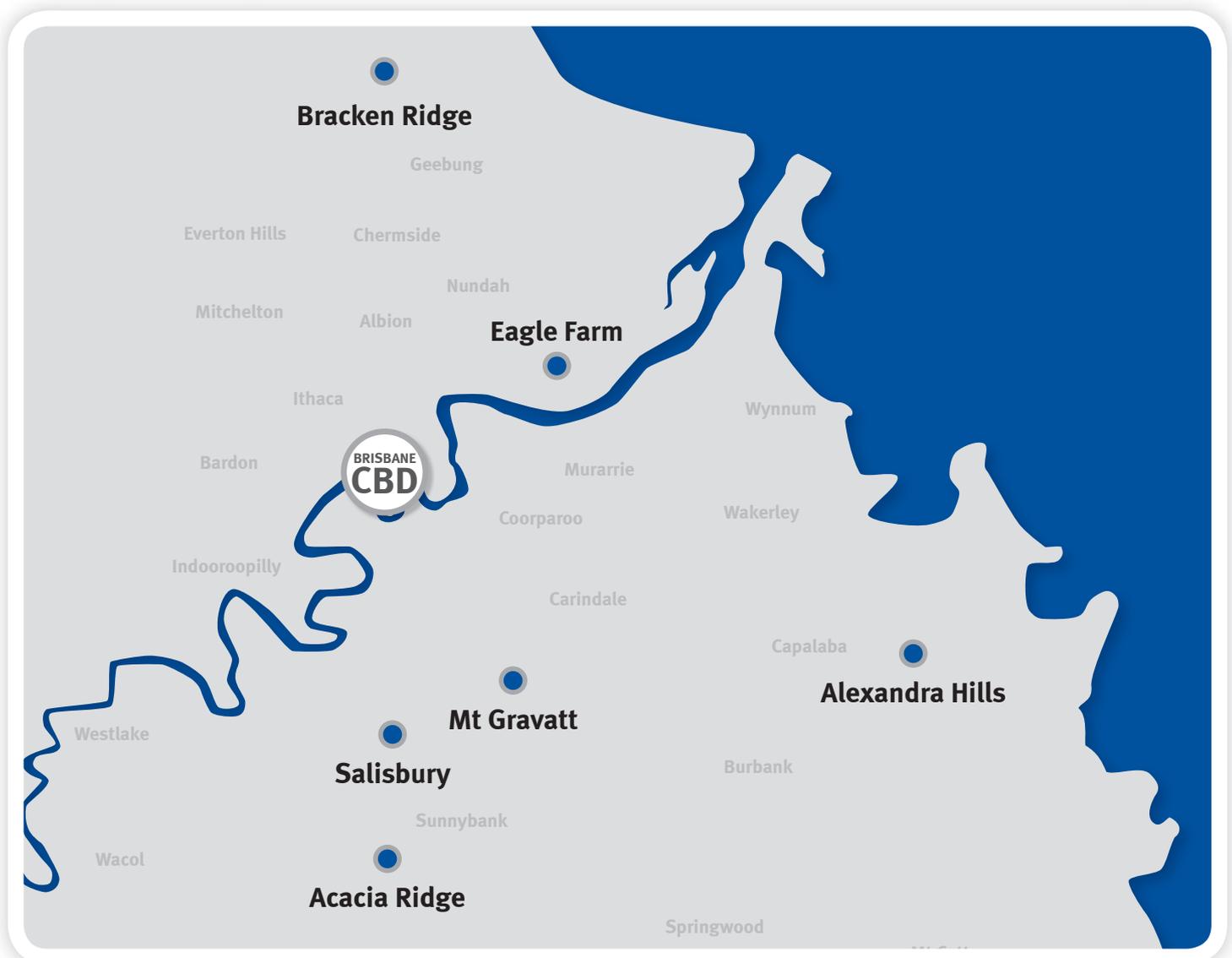
### Eagle Farm

776 Kingsford Smith Dr  
Eagle Farm QLD 4009

### Salisbury

460–492 Beaudesert Rd  
Salisbury QLD 4107

Visit [www.skillstech.tafe.qld.gov.au](http://www.skillstech.tafe.qld.gov.au) for detailed maps of all SkillsTech Australia Training Centre locations.



# Train at TAFE

## Programs by training centre

Code	Program name	Study days per week	Duration	QCE points
<b>North side (Semester 1, 2012 enrolments)</b>				
<b>Bracken Ridge</b>				
CPC10108	Certificate I in Construction	1	1 year	3
MEM10105	Certificate I in Engineering (Diesel Fitting)	1	1 year	3
MEM10105	Certificate I in Engineering (Metal Fabrication)	1	1 year	3
AUR20408	Certificate II in Automotive Electrical	1	2 years	4
AUR20705	Certificate II in Automotive Mechanical	1	2 years	4
UEE22011	Certificate II in Electrotechnology (Electrical)	1	2 years	4
		2	1 year	4
CPC50210	Para-professional Construction Pathway	1	1 year	4
<b>Eagle Farm</b>				
39278QLD	Certificate I in Plumbing Services	1	2 years	3
UEE20710	Certificate II in Data and Voice Communications	1	2 years	4
UEE22011	Certificate II in Electrotechnology (Electronics)	1	2 years	4
<b>South side (Semester 1, 2012 enrolments)</b>				
<b>Acacia Ridge</b>				
CPC10108	Certificate I in Construction	1	1 year	3
MEM10105	Certificate I in Engineering (Diesel Fitting)	1	1 year	3
39278QLD	Certificate I in Plumbing Services	1	2 years	3
AUR20408	Certificate II in Automotive Electrical	1	2 years	4
AUR20705	Certificate II in Automotive Mechanical	1	2 years	4
UEE20710	Certificate II in Data and Voice Communications	1	2 years	4
LMF20302	Certificate II in Furniture Making	1	2 years	4
UEE22011	Certificate II in Electrotechnology (Electrical)	1	2 years	4
MEM50205	Computer-Aided Drafting Program	1	1 year	6
<b>Alexandra Hills</b>				
CPC10108	Certificate I in Construction	1	1 year	3
MEM10105	Certificate I in Engineering (Fitting)	1	1 year	3
39278QLD	Certificate I in Plumbing Services	1	2 years	3
AUR20705	Certificate II in Automotive Mechanical	1	2 years	4
UEE22007	Certificate II in Electrotechnology (Electrical)	1	2 years	4
LMF20302	Certificate II in Furniture Making	1	2 years	4
<b>Mt Gravatt</b>				
MEM10105	Certificate I in Engineering (Fitting)	1	1 year	3
<b>Salisbury</b>				
MEM10105	Certificate I in Engineering (Sheet Metal)	1	1 year	3
CPC50210	Para-professional Construction Pathway	1	1 year	4
<b>Open learning (ongoing enrolments)</b>				
MEM50205	Computer-Aided Drafting Program	Self-paced	1 year	6

# Year 10 Trade Taster program

Not sure if you'd like a career in the trades?

If you're in Year 10 and like practical work and using your hands, try our Trade Taster program!

For more information, talk to your school's VET Coordinator.

Expressions of interest will be sought in mid-Semester 1, 2012.

## Program details

**Cost:** \$70 per student

**Start:** One day per week, July to November 2012 (excluding school holidays)

### Locations

#### Acacia Ridge Training Centre

- Bricklaying
- Carpentry
- Diesel Fitting
- Furnishing
- Plumbing
- Painting and Decorating
- Solid Plastering

#### Bracken Ridge Training Centre

- Automotive
- Construction
- Electrical
- Metal fabrication

#### Eagle Farm Training Centre

- Electrical
- Glass and Glazing
- Plumbing

Students in this program will complete a Construction Safety Induction (White Card) and training in three of the trades listed above.

Participating students are guaranteed entry into a VET in Schools program at a SkillsTech Australia training centre the following year.

## Trade Taster for girls

Girls are encouraged to give a trade a go!

Learn more about being a women in a trade at [www.women.qld.gov.au/hardhats](http://www.women.qld.gov.au/hardhats)

- Browse profiles of inspiring women working in non-traditional careers
- Find out more about working in the mining, construction, science, engineering and technology industries
- Read the diary of someone who's visited Cannington Mine to find out what it's really like on-site!



# Automotive

## What types of programs are there?

Students interested in motors, engines and automotive systems can learn more about cars, engines, vehicle components or even bikes through one of our automotive programs.

## Career opportunities in the automotive industry

- Automotive air-conditioning fitter
- Automotive electrician
- Automotive mechanic
- Automotive parts interpreter
- Bicycle service technician
- Diesel fitter
- Exhaust fitter and repairer
- Outdoor power equipment technician
- Tyre fitter

### Further study options

- Certificate III (apprenticeship) in a specialist automotive area of the student's choice
- Students may receive credit for relevant competencies towards a related apprenticeship by successfully completing their chosen program



**Learn a trade while finishing senior studies**

## Certificate II in Automotive Electrical

### Skills obtained

- Installing, testing and repairing wiring / lighting systems
- Carrying out minor repairs to electrical circuits / systems
- Testing and replacing batteries and repairing, charging and starting systems

### Program details

- **Locations:** Acacia Ridge, Bracken Ridge
- **Entry requirements:** As per page 5
- **Attendance:** 1 day per week over 2 years
- **Cost:** Materials fee \$101; annual administration fee \$35
- **QCE points:** 4

### Competencies

Unit code	Title
AURC270103A	Apply safe working practices
AURT201170A	Inspect and service engines
AURT270278A	Use and maintain workplace tools and equipment
AURT200368A	Select and use bearings, seals, gaskets
AURT271781A	Implement and monitor environmental regulations in the automotive industry
AURE218676A	Test, service and charge batteries
AURE218708A	Carry out repairs to single electrical circuits
AURE224008A	Carry out soldering of electrical wiring/circuits
AURC270789A	Communicate effectively in the workplace
AURE219331A	Install, test and repair low voltage systems
AURE220140A	Manufacture and repair wiring harness/looms
AURE319166A	Repair charging systems
AURE319266A	Repair starting systems

## Certificate II in Automotive Mechanical

### Skills obtained

- Inspecting and servicing vehicle components including engines, exhaust and braking systems
- Using automotive tools and equipment, testing, servicing and charging batteries

### Program details

- **Locations:** Acacia Ridge, Alexandra Hills, Bracken Ridge
- **Entry requirements:** As per page 5
- **Attendance:** 1 day per week over 2 years
- **Cost:** Materials fee \$98; annual administration fee \$35
- **QCE points:** 4

### Competencies

Unit code	Title
AURC270103A	Apply safe working practices
AURT201170A	Inspect and service engines
AURT270278A	Use and maintain workplace tools and equipment
AURT200108A	Carry out servicing operations
AURT217606A	Balance wheels and tyres
AURT200368A	Select and use bearings, seals, gaskets
AURT271781A	Implement and monitor environmental regulations in the automotive industry
AURT210170A	Inspect and service braking systems
AURT202166A	Repair cooling systems
AURT203170B	Service petrol fuel systems
AURT205166A	Repair exhaust system components
AURE218676A	Test, service and charge batteries
AURE218708A	Carry out repairs to single electrical circuits

# Building and construction

## What types of programs are there?

Students who enjoy practical, hands-on work can learn about furniture making, plumbing or a range of construction trades. The programs provide the foundation for a wide range of occupations.

## Career opportunities in the building and construction industry

- Bricklayer
- Cabinet maker
- Carpenter
- Floor coverer
- Furniture finisher
- Glazier
- Painter
- Plasterer
- Plumber
- Roof tiler
- Shopfitter
- Stonemason
- Wall and floor tiler
- Wood machinist

### Further study options

- Certificate III (apprenticeship) in a specialist construction or furnishing area of the student's choice
- Certificate IV or Diploma in Building and Construction
- Students may receive credit for relevant competencies towards a related apprenticeship



**Gain skills  
and technical knowledge**

## Para-professional Construction Pathway

### Skills obtained

- An insight into the construction industry at the para-professional level
- Reading plans, completing working drawings, surveying and levelling, and workplace health and safety
- Competencies from the Diploma of Building

### Program details

- **Locations:** Bracken Ridge, Salisbury
- **Entry requirements:**
  - A selection process applies to this program. To be considered, students must submit an Expression of Interest.
  - Must hold a current General Safety Induction (Construction Industry) card.
  - Sound Achievement in Year 10 Maths.
  - Enrolment in Maths A at school is highly recommended.
- **Attendance:** 1 day per week over 1 year
- **Cost:** Materials fee \$74; annual administration fee \$35. Upon successful completion of all four competencies, students may be able to claim back fees from Construction Skills Queensland. For further information, visit [www.csq.org.au](http://www.csq.org.au)
- **QCE points:** 4

### Competencies

Unit code	Title
CPCBC4012A	Read and interpret plans and specifications
CPCBC4014A	Prepare simple building sketches and drawings
CPCBC4018A	Apply site surveys and set out to low-rise construction
CPCBC4002A	Manage occupational health and safety

## Certificate I in Construction

### Skills obtained

- Using construction materials, tools and equipment
- Reading and interpreting plans and carrying out measurements and calculations
- Undertaking a relevant basic construction project

General Safety Induction (Construction Industry) card included as part of this program.

### Program details

- **Locations:** Acacia Ridge, Alexandra Hills, Bracken Ridge
- **Entry requirements:** Sound Achievement in Year 10 Maths
- **Attendance:** 1 day per week over 1 year
- **Cost:** Materials fee \$107; annual administration fee \$35
- **QCE points:** 3

### Competencies

Unit code	Title
CPCCOHS1001A	Work safely in the construction industry
CPCCOHS2001A	Apply OHS requirements, policies and procedures in the construction industry
CPCCCM1002A	Work effectively and sustainably in the construction industry
CPCCCM1003A	Plan and organise work
CPCCCM1004A	Conduct workplace communication
CPCCCM1005A	Carry out measurements and calculations
CPCCCM2001A	Read and interpret plans and specifications
CPCCVE1001A	Undertake a basic construction project
CPCCCM2005A	Use construction tools and equipment
CPCCCM2004A	Handle construction materials
CPCCCM2006A	Apply basic levelling procedures

## Certificate I in Plumbing Services

### Skills obtained

- Using plumbing materials, tools and equipment
- Relevant welding and basic plumbing installation
- Water collection and drainage skills

General Safety Induction (Construction Industry) card included as part of this program.

### Program details

- **Locations:** Acacia Ridge, Alexandra Hills, Eagle Farm
- **Entry requirements:** As per page 5
- **Attendance:** 1 day per week over 2 years
- **Vocational placement:** 200 hours
- **Cost:** Materials fee \$205; annual administration fee \$35
- **QCE points:** 3

### Competencies

Unit code	Title
CPCCOHS1001A	Work safely in the construction industry
CPCPCM2001A	Work effectively in the plumbing and services sector
CPCPCM2002A	Carry out interactive workplace communication
CPCPCM2003A	Carry out OHS requirements
CPCPCM2004A	Read plans and calculate plumbing quantities
CPCPCM2005A	Handle and store plumbing materials
CPCPCM2006A	Use plumbing hand and power tools
CPCPCM2008A	Cut and join sheet metal
CPCPCM2009A	Cut with oxy-LPG acetylene
CPCPCM2010A	Mark out materials
CPCPCM2011A	Apply first aid in the workplace
CPCPCM2012A	Weld using oxy-acetylene equipment
CPCPCM2013A	Weld using arc welding equipment
CPCPRF3002A	Fabricate and install roof drainage components
CPCPCM2015A	Work safely on roofs
CPCCCM2008A	Erect/dismantle restricted height scaffolding
MSAENC272B	Participate in environmentally sustainable work practices
QLD331PLB01A	Demonstrate basic plumbing techniques
FNSFLT201A	Develop and use a personal budget
VPC200	Vocational placement

## Certificate II in Furniture Making

### Skills obtained

- Using cabinet making and wood machining tools
- Hand-making timber joints and assembling furnishing components

### Program details

- **Locations:** Acacia Ridge, Alexandra Hills
- **Entry requirements:** As per page 5
- **Attendance:** 1 day per week over 2 years
- **Cost:** Materials fee \$134; annual administration fee \$35
- **QCE points:** 4

### Competencies

Unit code	Title
MSAPMOHS200A	Work safely
MSAPMSUP102A	Communicate in the workplace
LMFCR0003A	Carry out measurements and calculations
MSAPMSUP106A	Work in a team
LMFFM2005B	Join solid timber
LMFFF2004A	Prepare surfaces for finishing
LMFFM2010A	Set up, operate and maintain basic static machines
LMFFM2006B	Hand-make timber joints
LMFFM2001A	Use furniture making hand and power tools
LMFFM2002A	Assemble furnishing components
MSAPMSUP273A	Handle goods
LMFFM2011A	Apply manufactured board conversion techniques

# Electrotechnology

## What types of programs are there?

Students interested in mechanics and electronics and who enjoy technical and mathematical activities can choose from an electrical or computing-oriented electrotechnology program. Or students may be more interested in the cutting edge broadband and digital reception technologies through our data and voice communications program.

## Career opportunities in the electrotechnologies industry

Technician specialising in:

- Computer systems
- Data communications
- Electrical or electronics
- Electrical systems
- Electrotechnology assembly and service
- Entertainment
- Instrumentation

### Further study options

- Certificate III (apprenticeship) in a specialist electrotechnology area of the student's choice
- Diploma or Advanced Diploma in Electrotechnology
- Students may receive credit for relevant competencies towards a related apprenticeship or further study



Highly qualified  
**teachers**

# Certificate II in Data and Voice Communications

## Skills obtained

- Select, assemble, set-up and maintain simple data and communications equipment and systems
- Cabling in buildings and premises

## Program details

- **Locations:** Acacia Ridge, Eagle Farm
- **Entry requirements:** Sound Achievement in Year 10 Maths and English
- **Attendance:** 1 day per week over 2 years
- **Cost:** Materials fee \$190; annual administration fee \$35
- **QCE points:** 4

## Competencies

Unit code	Title
UEENEEE001B	Apply OHS practices in the workplace
UEENEEE002B	Dismantle, assemble and fabricate electrotechnology components
UEENEEE003B	Solve problems in extra-low voltage single-path circuits
UEENEEE004B	Solve problems in multiple-path DC circuits
UEENEEE005B	Fix and secure equipment
UEENEEE007B	Use drawings/diagrams/schedules/manuals
UEENEEE008B	Lay wiring and terminate accessories for extra-low voltage circuits
UEENEEE037B	Document occupational hazards and risks in electrotechnology
UEENEEE038B	Participate in development and follow a personal competency development plan
UEENEEF002B	Lay and connect cables for multiple access to telecommunication services
UEENEEK042A	Environmentally sustainable work practices



# Certificate II in Electrotechnology (Career Start)

*Electrical and Electronics streams available*

## Skills obtained

- Knowledge of and solving basic problems with electronic and digital equipment
- Solving problems including in single-path and multiple-path circuits
- Selecting and using appropriate equipment / materials

## Program details

- **Locations:**
  - Acacia Ridge (Electrical stream)
  - Alexandra Hills (Electrical stream)
  - Bracken Ridge (Electrical stream)
  - Eagle Farm (Electronics stream)
- **Entry requirements:**
  - Sound Achievement in Year 10 Maths and English
  - Enrolment in Maths A at school highly recommended
- **Attendance:**
  - Acacia Ridge: 1 day per week over 2 years
  - Alexandra Hills: 1 day per week over 2 years
  - Bracken Ridge: 2 days per week over 1 year
  - Eagle Farm: 1 day per week over 2 years
- **Cost:** Materials fee \$215; annual administration fee \$35
- **QCE points:** 4

## Competencies

Unit code	Title
<b>Core units</b>	
CPCCOHS1001A	Work safely in the construction industry
UEENEEE001B	Apply OHS practices in the workplace
UEENEEE003B	Solve problems in extra-low voltage single-path circuits
UEENEEE004B	Solve problems in multiple-path DC circuits
UEENEEE040B	Identify and select materials for electrotechnology work activities
UEENEEE041B	Use routine equipment, plant, technologies
UEENEEE048B	Carry out routine work activities in an electrotechnology environment
UEENEEK042A	Environmentally sustainable work practices
<b>Electronics stream</b>	
UEENEEE023B	Solve problems in electronic/digital equipment
UEENEEED004B	Use engineering application software
UEENEEED046B	Configure a basic local network
UEENEEP008B	In-service safety testing
<b>Electrical stream</b>	
UEENEEE005B	Fix and secure equipment
UEENEEED001B	Computer applications relevant to a workplace
UEENEEE002B	Dismantle, assemble and fabricate electrotechnology components
UEENEEE007B	Use drawings/diagrams/schedules/manuals
UEENEEE033B	Occupational hazard electrical

# Manufacturing and engineering

## What types of programs are there?

Students who enjoy practical and technical activities or are interested in making and fitting components can take up an opportunity in fabrication, mechanical, production or technical areas of manufacturing and engineering. Choose from computer-aided drafting, diesel fitting, fitting, metal fabrication or sheet metal.

## Career opportunities in the manufacturing and engineering industry

- Designer
- Diesel fitter
- Draftsperson
- Fitter and turner
- Laboratory technician
- Machinist
- Metal fabrication worker
- Moulder
- Patternmaker
- Sheet metal worker
- Technical officer

### Further study options

- Certificate III (apprenticeship) in a specialist manufacturing or engineering area of the student's choice
- Certificate IV and Diploma level engineering study
- Students may receive credit for relevant competencies towards a related apprenticeship by successfully completing their chosen program



**Real-world  
training environments**

## Computer-Aided Drafting Program

Students will complete competencies from the Diploma of Engineering – Technical.

Students successfully completing this program will be guaranteed entry to complete the Diploma post-school.

The program can be undertaken through Open Learning. Students enrol in one competency at a time, are sent learning materials, and will be supported by our Open Learning teachers and tutors to work through their learning and assessment.

### Skills obtained

- Produce 2D and 3D detail drawings and bills of materials
- Print, plot and email data
- Manage CAD symbol libraries

### Program details

- **Locations:** Acacia Ridge, Open Learning
- **Entry requirements:** As per page 5
- **Attendance:** 1 day per week over 1 year
- **Cost:** Materials fee \$100; annual administration fee \$35
- **QCE points:** 6

### Competencies

Unit code	Title
MEM16008A	Interact with computing technology
MEM30001A	Use CAD systems to produce basic engineering drawings
MEM30002A	Produce basic engineering drawings
MEM30004A	Use CAD to create and display 3D models
MEM30003A	Produce engineering drawings
MEM09005B	Perform basic engineering detail drafting

## Certificate I in Engineering

*Fitting, Metal Fabrication and Sheet Metal streams available*

### Skills obtained

- Using relevant engineering machines, tools and materials
- Relevant mechanical cutting and several types of manual welding
- Manual production assembly

### Program details

- **Locations:** Alexandra Hills (Fitting), Bracken Ridge (Metal Fabrication), Mt Gravatt (Fitting), Salisbury (Sheet Metal)
- **Entry requirements:** As per page 5
- **Attendance:** 1 day per week over 1 year
- **Cost:** Materials fee \$101; annual administration fee \$35
- **QCE points:** 3

### Competencies

Unit code	Title
MEM13014A	Apply principles of OHS in the work environment
MEM05005B	Carry out mechanical cutting
MEM05012C	Perform routine manual metal arc welding
MEM05013C	Perform manual production welding
MEM12023A	Perform engineering measurements
MEM18001C	Use hand tools
MEM18002B	Use power tools and hand-held operations
MEM03001B	Perform manual production assembly
MEM11011B	Undertake manual handling
MEM05006B	Perform brazing and/or silver soldering
MEM05007C	Perform manual heating/thermal cutting
MEM14004A	Plan to undertake routine task
MEM15024A	Apply quality procedures
MEM16007A	Work with others in a manufacturing/ engineering environment

# Certificate I in Engineering (Diesel Fitting)

## Skills obtained

- Using relevant diesel fitting machines, tools and materials
- Relevant mechanical cutting and welding for the repair and maintenance of diesel engines

## Program details

- **Locations:** Acacia Ridge, Bracken Ridge
- **Entry requirements:** As per page 5
- **Attendance:** 1 day per week over 1 year
- **Cost:** Materials fee \$118; annual administration fee \$35
- **QCE points:** 3

## Competencies

Unit code	Title
MEM13014A	Apply principles of OHS in the work environment
MEM05005B	Carry out mechanical cutting
MEM05007C	Manual heating/thermal cutting
MEM05012C	Perform routine manual metal arc welding
MEM05013C	Manual production welding
MEM12002B	Electrical/electronic measurement
MEM12023A	Perform engineering measurements
MEM12024A	Perform computations
MEM14004A	Plan to undertake a routine task
MEM14005A	Plan a complete activity
MEM15024A	Apply quality procedures
MEM16007A	Work with others in a manufacturing/ engineering environment
MEM18001C	Use hand tools
MEM18002B	Use power tools and hand-held operations



# Women in hard hats

**Women  
in Hard Hats**

## Career options for girls

Recent statistics indicate more and more females are getting into study and employment in 'hard hat' industries every day, but more are still needed.

Women in Hard Hats is a Queensland Government initiative. Led by the Office for Women, it encourages women and girls to enter and remain in hard hat careers in a range of industries.

## What are 'hard hat' careers?

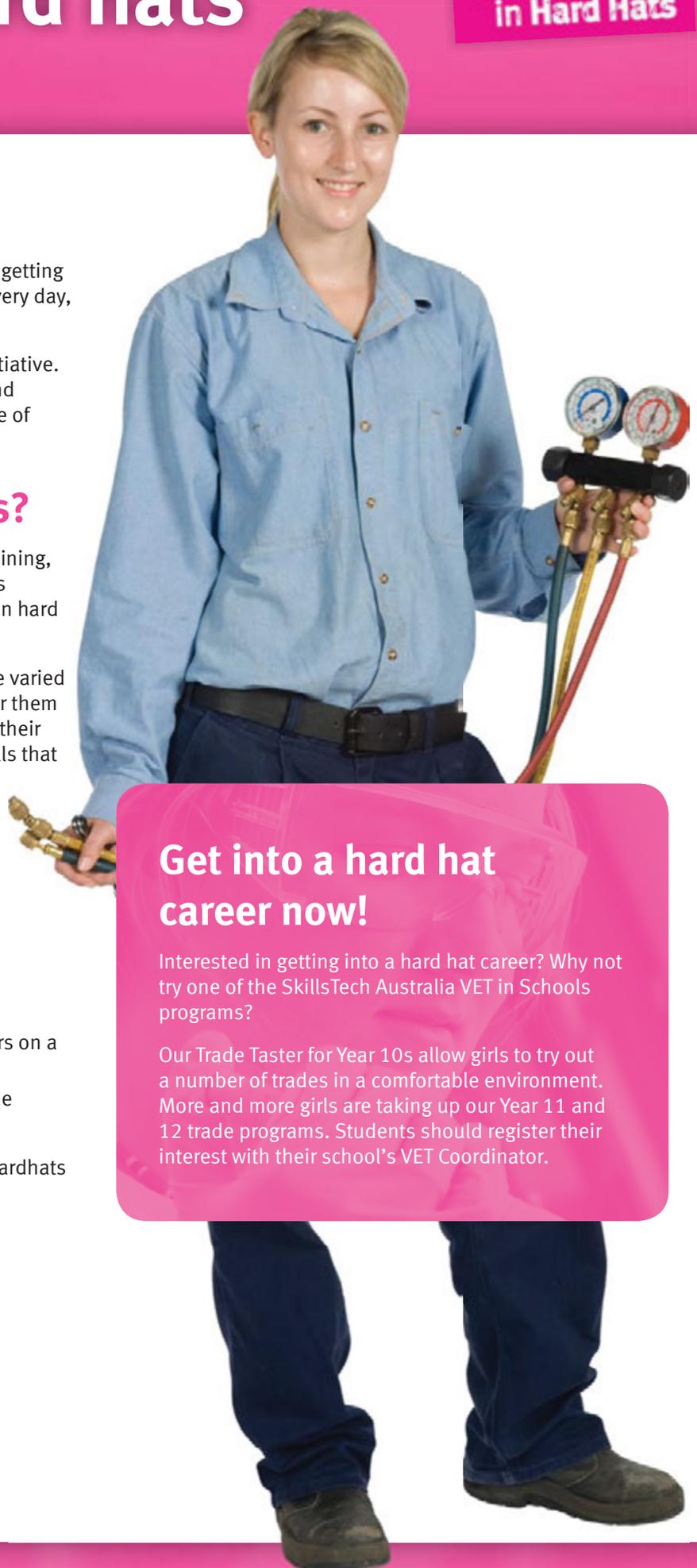
Hard hat careers include work in industries such as mining, construction, science, engineering and technology. As attitudes about work change, the number of females in hard hat industries is growing.

Girls who want to pursue career opportunities that are varied and exciting find these non-traditional industries offer them a variety of roles that are rewarding and can increase their earning capacity. They gain valuable, transferable skills that they can use throughout their working life.

In a hard hat career, you could find yourself:

- working in a cutting-edge laboratory
- living on-site and working in an open-cut mine
- planning the construction of a bridge or designing a road upgrade
- overseeing a high-tech data centre
- managing a team of tradespeople and labourers on a building site
- travelling to a remote location to identify a mine deposit.

For more information, visit [www.women.qld.gov.au/hardhats](http://www.women.qld.gov.au/hardhats)



## Get into a hard hat career now!

Interested in getting into a hard hat career? Why not try one of the SkillsTech Australia VET in Schools programs?

Our Trade Taster for Year 10s allow girls to try out a number of trades in a comfortable environment. More and more girls are taking up our Year 11 and 12 trade programs. Students should register their interest with their school's VET Coordinator.

# SkillsTech Australia

The lead TAFE institute in trade and technician training

**Phone:** 1800 654 447  
or +61 7 3633 5000

**Fax:** (07) 3633 5033

**Email:** [skillstech.enquiries@det.qld.gov.au](mailto:skillstech.enquiries@det.qld.gov.au)

## Acacia Ridge Training Centre

247 Bradman Street, Acacia Ridge,  
Queensland Australia 4110

## Other Brisbane training centres

- Alexandra Hills
- Bracken Ridge
- Mt Gravatt
- Salisbury

## Eagle Farm Training Centre

776 Kingsford Smith Drive, Eagle Farm,  
Queensland Australia 4009

## Postal address

Locked Mail Bag 2020, Archerfield,  
Queensland Australia 4108

Cover: V1.5 150211 MKT0031.17 STA1238



**1800 654 447**  
[www.skillstech.tafe.qld.gov.au](http://www.skillstech.tafe.qld.gov.au)  
CRICOS Provider No. 02014M

