

### **Position Description:**

#### **Trainer and Assessor - Certificate III in Electrotechnology Electrician – UEE30811**

Registered Training Organisation, Global Energy Training Solutions (RTO code 41319) is seeking a Trainer and Assessor to deliver face-to-face training and assessment for the units of competency within the Certificate III in Electrotechnology Electrician – UEE30811 qualification.

#### **Employment details:**

- Position: Trainer & Assessor
- Employment: Part time/Contract
- Hours: 8 am – 4 pm weekdays during term
- Location: Ground Floor 25-27 Darling St Mitchell ACT 2911

#### **Essential criteria:**

- Current electrical licence and a Certificate III in Electrotechnology Electrician – UEE30811 or equivalent
  - Note: Applicants with a strong electrical theory or practical background are encouraged to provide an expression of interest
- Certificate IV in Training and Assessment – TAE40110, TAE40116 or higher
  - Note: Applicants who are willing to undergo training to obtain TAE40116 will be considered
- ACT Working with Vulnerable People (WWVP) registration card prior to commencement of training

#### **Preferred criteria:**

- Experienced electrician (in commercial, domestic, industrial and maintenance electrical work for a minimum of 5 years)
- Training and assessment experience
- Strong interpersonal, oral and written communication skills
- Excellent presentation skills
- Sound time management and organisational skills
- Good computer literacy
- Knowledge of the Australian Skills Quality Authority (ASQA) and Skills Canberra compliance requirements

#### **Duties:**

- Prepare for training sessions using our training resources, materials and assessments
- Conduct face-to-face training of electrical theory and practical skills
- Complete theory and practical assessments and paperwork
- Work in accordance with our Policies and Procedures: <http://www.gets.edu.au/docs-html/policy-procedure-V3.0.html>

#### **Contractor pay and conditions:**

- Face to face training:
  - \$75 per hour, plus GST
  - Billed at 7 hours per day. (8 am – 12 pm and 1 pm – 4 pm)
  - Preparation and marking is to be completed inclusive of contractor rate (\$525 plus GST per day)
- Staff meetings, agreed training material development and site visits:
  - \$45 per hour, plus GST.