

# Infrastructure Traineeship

## Information for Industry



The NSW Government Infrastructure Traineeship creates employment and training opportunities for Year 12 school leavers.

The two-year government funded program sees candidates combine NSW Government and industry experience to develop a rounded view of the infrastructure sector. The Traineeship is office-based with trainees experiencing three rotations of eight months within government and industry.

Trainees study Cert IV in courses such as project management, business and procurement, attending TAFE 1 day per week. Trainees are employed by a Group Training Organisation who recruit, manage and support trainees to complete their qualification. The traineeship encourages diversity and currently includes trainees from diverse cultural backgrounds, including Aboriginal and Torres Strait Islander backgrounds, and from both metro and regional areas.

We will continue to collaborate with industry to deliver our priority to provide young people with work, skills and qualifications to make them more employable for the future. We invite your organisation, as an industry partner, to be a part of this program supporting our youth and providing pathways into infrastructure.

### Benefits to your organisation

1. Trainees bring fresh ideas and current industry knowledge (from TAFE).
2. Upskilling of staff taking on supervisory roles.
3. Increased employee diversity.
4. Trainees take on real life work tasks.
5. Contribution to a better future for young people.
6. Access to a pipeline of potential employees post traineeship.



### Timing of Rotations

- Rotation 1:** March – October  
**Rotation 2:** October – June  
**Rotation 3:** June – February



### Your commitment

1. Host an eight-month rotation in roles aligned with your trainee's area of study.
2. Provide a quality experience.
3. Provide hardware and equipment (computer, mobile phone, PPE etc) as required.
4. Ensure support and mentorship.
5. Ensure staff are accountable for their roles and responsibilities.
6. Supervisor consults at least monthly with the recommended Group Training Organisation.
7. Provide information on future job opportunities within your organisation.

**Express your  
interest to host  
trainees here**



---

# Frequently asked questions

## Who pays the trainee's salary?

Each government agency will pay the trainee's salary and the Group Training Organisation (GTO) service fee.

## Who pays for the training?

The courses are funded by Training Services NSW.

## What are the benefits of participating in the program?

- Providing an opportunity for young people to build their skills and qualifications.
- An opportunity to develop your own staff's supervising skills.
- Participating in an equitable program that is creating employment for young people.
- Opportunity to shine a light on the role of office based infrastructure roles in areas such as planning and procurement.
- Opportunity to showcase the role of contractors and consultants in the infrastructure ecosystem.

## What is the role of the GTO?

GTO's employ trainees under a Training Contract and place them with host employers. They undertake the employer responsibilities for the quality and continuity of the trainees' employment and training. They also manage the additional care and support necessary to facilitate the successful completion of the training contract. The key outcome for a GTO is to develop a trainee to become a skilled worker who has completed a recognised qualification.

## What are the benefits of using a Group Training Organisation?

- They will arrange for all formal training for trainees.
- They monitor both the on-the-job and formal training to ensure that high quality and relevant training is provided in a safe environment.
- They take care of all wages, on costs and employment records.
- Ensures ongoing support is offered to trainees and host employers as the trainees rotate through the ecosystem, and make sure the training runs smoothly.
- Having a higher completion rate for trainees compared to one that is directly employed by a business.
- Will ensure a consistent service is offered to all trainees.

## What contractual agreements will be in place with the GTO?

The GTO will put in place a host employer agreement with each host employer to ensure consistency and safety of the trainee.

## Who do I escalate concerns to?

As the GTO is the legal employer they will work with you to resolve problems and the Working Group can be a place to discuss concerns.

## Can I use the GTO that I already use?

No, School Infrastructure NSW undertook an open market tender to determine the most suitable GTO to deliver the scope of services. This ensures a consistent level of service is provided to all trainees and host employers.

## How will the trainee rotate across each sector?

Over the 2 years, trainees will transition through government and industry organisations to get a rounded view of the industry as a whole.

## What is the role of the host employer supervisor?

The trainee will be placed in a role that supports them to complete units of competency that contribute to their qualification. The supervisor or manager is responsible for assigning the trainee practical work so they can complete these tasks and sign off their log book.

## What if any are the expectations at the end of the program?

The traineeship aims to create lifelong learners and to support increasing the pipeline of employment into infrastructure.

The trainee will have networked through the public and private sector and completed a qualification towards a career in infrastructure.

There is no obligation to employ the trainee at the end of the traineeship however if an opportunity arises for a permanent position, they can be considered for it at the end of their program.

## Can the trainee count towards the contractors ISLP targets?

The contractor should seek advice from the ISLP team within [TSNSW ISLP@det.nsw.edu.au](mailto:TSNSW_ISLP@det.nsw.edu.au)

## Can I contact someone for more information?

Please email [traineeship@det.nsw.edu.au](mailto:traineeship@det.nsw.edu.au)