



# APPRENTICESHIPS AND TRAINEESHIPS CAPABILITY STATEMENT



**South  
Metropolitan**

# South Metropolitan TAFE

South Metropolitan TAFE (SM TAFE) is Western Australia's largest trade training provider, and is the chosen institution for almost 40 per cent of the state's 16,000 apprentices. Offering the security and quality assurance of a government-owned college, SM TAFE develops and delivers flexible and industry-relevant training options that address workplace needs.

SM TAFE provides employers with tailored solutions to train and upskill new and existing staff. Apprenticeships and traineeships are conducted by lecturers who are experts in their respective fields, with access to world-class facilities. Students receive nationally accredited qualifications and skills development, reducing staff turnover and boosting workforce productivity and profits. Working-age school leavers, those re-entering the workforce and employees seeking a career change or promotion are among the many who undertake an SM TAFE apprenticeship or traineeship.



## Diversity and support

SM TAFE apprenticeship and traineeship qualifications embrace a diverse range of industry sectors.

Traditional trades	<ul style="list-style-type: none"><li>• electrical • building • automotive • engineering • hairdressing</li><li>• horticulture • hospitality • ship building • manufacturing</li></ul>
Emerging careers	<ul style="list-style-type: none"><li>• agriculture • automation • cyber security • defence • logistics</li><li>• mining • telecommunications</li></ul>

SM TAFE's Apprenticeship Traineeship Support Unit (ATSU) provides support to employers, apprentices and trainees throughout the life of the apprenticeship and traineeship.

### Contact the ATSU team

Phone: 1300 932 677

Email: [apprenticeships@smtafe.wa.edu.au](mailto:apprenticeships@smtafe.wa.edu.au).

## Our training, your way

More than 3,000 employers now team up with SM TAFE to build a skilled and productive workforce. We deliver more than 50 different apprenticeship trades and 100 traineeship qualifications across all industry sectors.

With 13 campuses located in the south metropolitan industrial heartlands of Perth and training and assessment services on site across the state—SM TAFE is positioned to deliver training to anyone, anywhere. Strong links with other TAFE providers ensure we have the necessary capacity, expertise and presence in regional areas, including the Pilbara and Kimberley regions. Apprentices and trainees enjoy structured programs of study that includes on-the-job training provided by an employer, complemented by off-the-job SM TAFE training.

## Flexibility

Flexible training options reduce the time apprentices spend away from the workplace. SM TAFE recognises that an apprentice acquires much of their knowledge and skills in the workplace, avoiding duplication in institutional training.

Training can be delivered by the clients' own in-house trainers with curriculum support from SM TAFE, or in combination with TAFE and employer experts.

The same flexibility applies to course content, with tailored units delivered to provide skills in areas outside of core competency.

## Time is money

Apprenticeships are now based on competency rather than time served. As such, it is possible to complete apprenticeships earlier than initially anticipated.

Recognition of Prior Learning (RPL)—whereby a person's skills can be formally assessed and acknowledged regardless of where or how they were acquired—is also available. RPL recognises that many people acquire skills not only through schools and training institutions, but also through work and life experiences.

## Innovation and involvement

If you want to be competitive, you have to train with the best.

Our lecturers, experts in their respective fields, work closely with employers' own on-the-job trainers to support training in their workplaces and assist development of trainee skills and job knowledge.

Our campuses embrace state-of-the-art training technologies. Campuses are equipped with industry-grade equipment. Simulators and remote access centres replicate real-life conditions and situations in areas such as oil and gas, minerals processing, defence and maritime training.

SM TAFE adopts an innovative industry-engaged model that creates skilled and qualified graduates and specialises in customised programs with fit-for-purpose skill set training.

## Making and following progress

SM TAFE has exceptional relationships with the four contracted Australian Apprenticeship Support Network Providers, and all Group Training Organisations.

Cooperation with these providers ensures apprentices are supported and Group Training Organisations are provided with timely access to information regarding apprentice progress and schedules.

SM TAFE rigorously tracks apprentice and trainee progress and can provide regular reporting to the employer. Reports are also provided in relation to apprentice and trainee attendance and absenteeism.

Businesses seeking an apprentice who has completed a pre-apprenticeship can also contact South Metropolitan TAFE's Jobs & Skills Centres on 13 64 64 .

### INCENTIVES

The Commonwealth Government provides incentives to businesses to invest in apprenticeships and traineeships through the Australian Apprenticeship Incentives Programme, administered by the Australian Apprenticeship Support Network (AASN). For more information, refer to the Australian Apprenticeships Incentives Programme. Other incentives may be available for construction industry trades and from the State Government, Department of Training & Workforce Development.



## Jobs & Skills Centres

Located at three SM TAFE campuses, Jobs & Skills Centres (JSC) are a one-stop-shop for careers, apprenticeship and traineeship information, employment advice and assistance.

Services are free and accessible to all members of the community, including students, jobseekers and people wanting to upskill or change careers.

The JSCs engage with local communities and industries to help build local workforce solutions including recruitment, retention, workforce development, customising training solutions and Aboriginal recruitment.

Our JSCs are located at Mandurah, Rockingham and Thornlie campuses. Contact Jobs & Skills Centres on 13 64 64.

### WHAT IS A PRE-APPRENTICESHIP?

A pre-apprenticeship is a certificate II qualification delivered full-time, in conjunction with a period of workplace experience coordinated by SM TAFE. It provides students with industry specific training at flexible times, with a focus on instilling introductory industry skills, knowledge and behaviours to support a transition into an apprenticeship.

### WHAT IS AN APPRENTICESHIP?

Apprentices enter into a contract with an employer who teaches all aspects of a trade. Apprenticeships are structured programs where the aspiring tradesperson learns on-the-job and attends off-the-job training, on a one-day-a-week basis or block release pattern. Apprenticeships lead to nationally recognised trade qualifications in a range of industries. They are offered on a full-time, part-time or school-based basis. The term of an apprenticeship varies by industry, ranging from two-and-a-half to four years full-time.

### WHAT IS A TRAINEESHIP?

Traineeships are typically a one to three year training agreement between trainee and employer, available to all age groups. Traineeships may be workplace based or encompass off and on-the-job training options, leading to a nationally recognised qualification from a wide range of non-trade occupations. Trainees gain hands-on skills and work experience as they earn a wage, while employers benefit from improved skills and more highly motivated staff.





**90%**

**OVERALL STUDENT SATISFACTION  
WITH SOUTH METROPOLITAN TAFE  
TRAINING**



**South  
Metropolitan**

*We're working for  
Western Australia.*

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