



Apprentice Development Program



- A local, family owned company
- Operating for 75 years
- Apprentice Program been operating for 40+ years
- Approximately 550 employees, 10% apprentices
- A group of companies associated with mining, engineering, research & development and real estate.
- Companies mainly in the Hunter, facilities in Lithgow and Sydney

Apprentice Employment Locations

- Four Mile Engineering – Ashtonfield (24)
- Kings Engineering – Rutherford & Lithgow (20)
- Maitland Diesel Service – Rutherford (9)
- Bloomfield Colliery – Ashtonfield (2)
- Rixs Creek Colliery – Singleton (2)

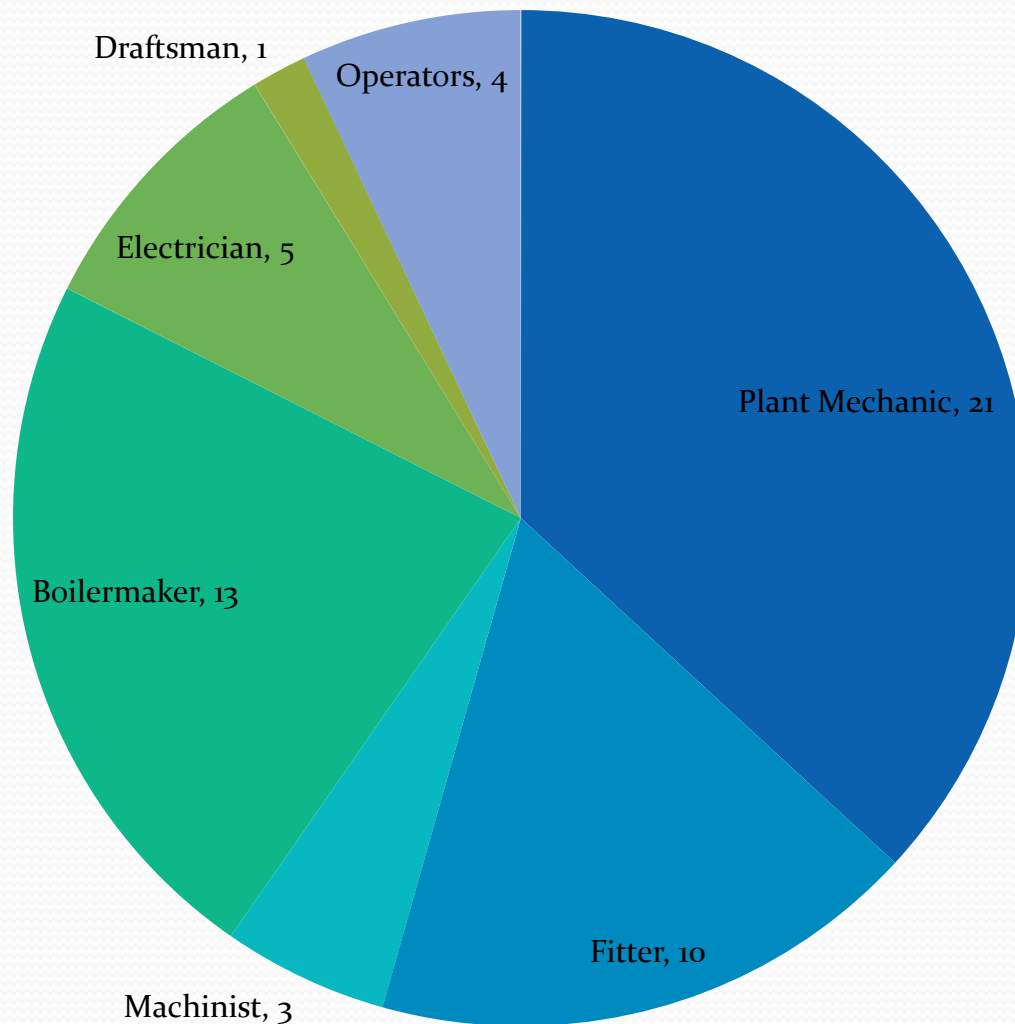
15+ new apprentices per year

Apprentices

- Mechanics (Plant/Heavy/Light) - 21
- Boilermakers - 13
- Fitters (Machinist/Mechanic/Welder) - 13
- Draftsmen - 1
- Electricians
(Combined Industrial/domestic/Auto) - 3
- Auto Electricians - 2
- Mining Operator trainees - 4

Current Total = 57 apprentices / trainees

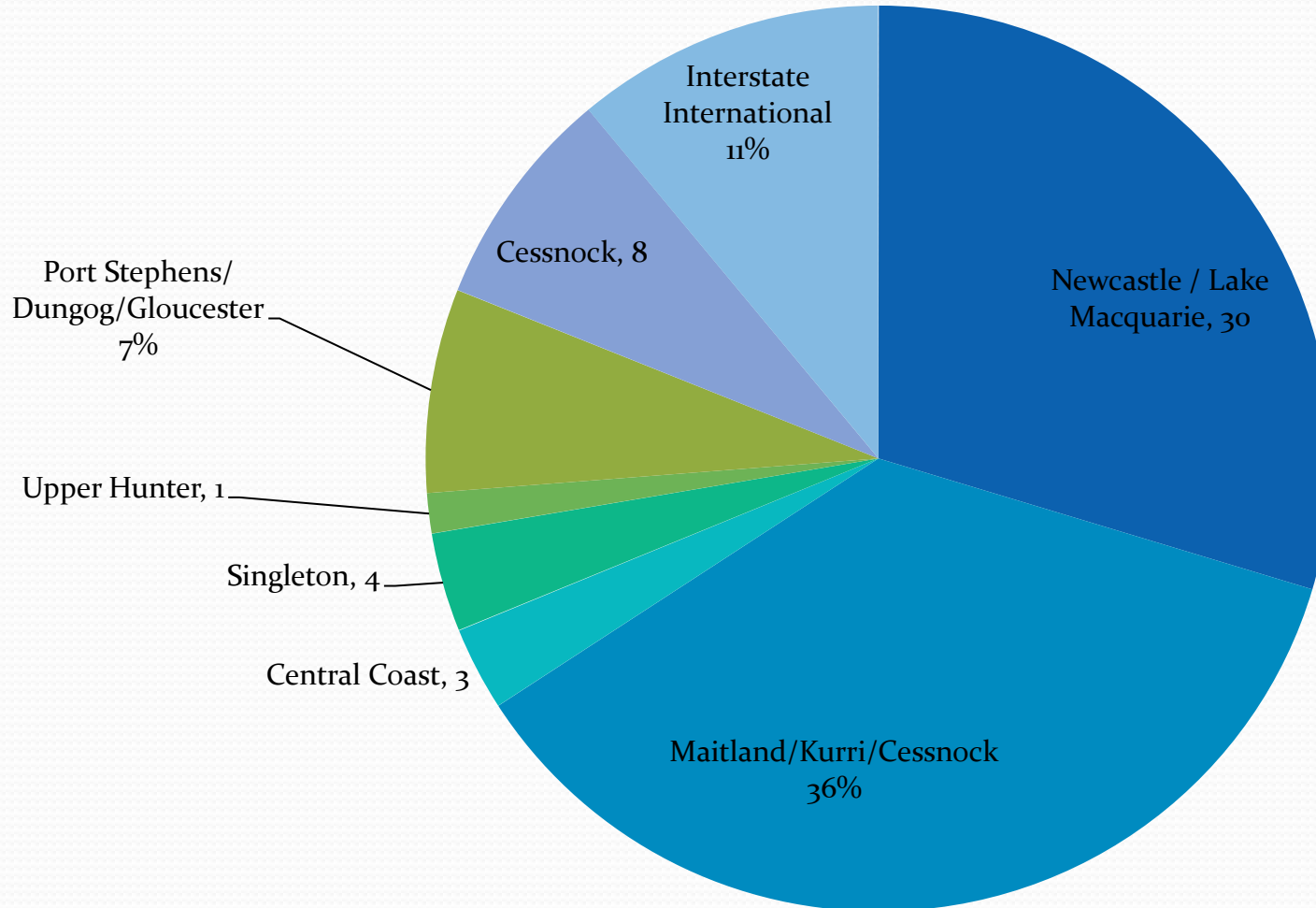
Trades



Applications

- Averaging approximately 1000 applications per year and increasing
- In excess of 1200 applications for 2012 intake
- Applicants from as far as Pakistan, India, and interstate.

Origin of Applications 2012

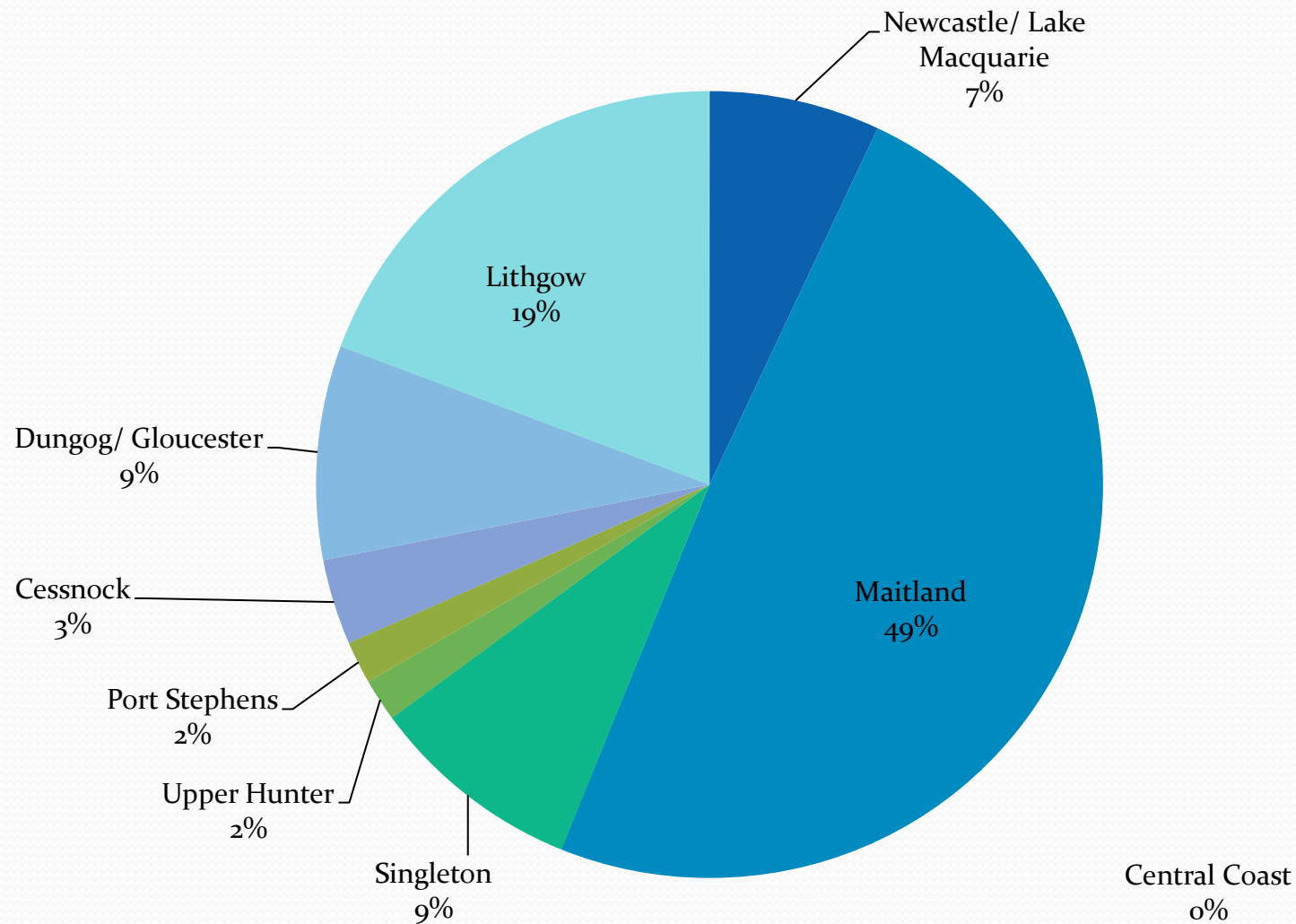


Based on approx 500 applicants after
Stage 1 of the recruitment process

Hiring Range

- Generally from local region or with relatives/support in the local region.
- Currently reaching to areas such as Gloucester, Scone, Karuah, Dungog, Whitebridge, Quorralong and anywhere in between.
- Some mature age apprentices are former local people working in Sydney, Queensland and WA, wanting to return home.

Employment by Council Regions



“The Best Fit”

Made for a Trade Apprentices (26%)

Positive about everything, Everyone wants them.

Contented Stayers (30%)

Content with their choice but needs a good, fair boss

Accidental Apprentices (20%)

Likes the idea but not the actuality.
Very negative.

Square Pegs (24%)

A really bad fit, nothing is going well.

Recruitment Procedure

- On-line applications beginning July
- Preliminary interview of approx 20 per trade
- Aptitude testing
- Second interview of approx top 5 per trade
- Medical
- Managers interview of final selection

New Apprentices

- Start work mid December
- Instantly start a 10 week in-house training course,
 - 2 days (off-site at hired training facility)
 - OHS
 - Basic hand skills development
 - Workplace expectations
 - OHS Induction, Firefighting, First Aid certificates
 - 3 days (on-site training at workplace)
 - 2 hours with instructor
 - 6 hrs working with tradespeople

Other Training

- In-House Competency training on machinery operation & trade specific skills
- National Certificate of Competency Training
 - Forklifts, cranes, dogging, etc
- Post Trade Training
 - Ex apprentices return to training to complete a second trade or higher studies.
- Supervisor Training
 - People promoted from the workshop floors are receiving training in Frontline Management and other relevant courses, HR etc.

Apprentice Monitoring

- Performance against set KPIs
 - Apprentices need feedback to know “how they are going”
 - Allows for goal setting
 - Ability to target specific KPIs for improvement.
- Fatigue Management
 - Maintains work/life balance
 - Prevents enthusiasm overriding well being
 - Monitors potential financial issues

Performance Feedback Report

Apprentice Evaluation

Apprentice Name

Location

KL1

Kings L

Date

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	1	2	3	4	5	6	7	8	9	10	11	12	App	MAX	Average
MAX SCORE															5
Safety	4	3	4	3	4	3	4	3	4	3			4	4	4
Housekeeping	3	3	3	3	4	3	3	3	3				5	5	3
Productivity	3	3	4	4	4	3	4	4	4				5	5	4
Ability to Communicate	4	3	4	4	3	3	4	4	4				4	4	4
Ability to follow instructions	4	4	3	5	3	3	4	4	4				4	4	4
Dependability	4	4	4	4	4	3	4	4	4				5	5	4
Cooperation & Attitude	4	3	4	4	3	3	4	3	4				4	4	4
Initiative & Motivation	3	3	4	4	4	3	4	4	4				4	4	4
Ability to Learn	4	3	4	5	3	3	5	5	5				4	4	4
Attendance & Punctuality	4	3	4	4	3	3	4	3	4				5	5	4
Maturity	3	3	3	4	3	3	4	4	4				4	4	3
Work ethic	3	3	4	4	3	3	4	4	4				4	4	4
Developing Knowledge	4	3	5	4	4	3	5	4	5				5	5	4
Willingness to "Have a go"	4	4	4	5	4	3	5	4	5				4	4	4
Overall Skills	4	4	4	4	4	3	4	4	4				5	5	4
Total	55	0	#	0	58	61	53	45	#	57	0	0	#	75	
Target score > 45															Average > 3

Tradesman Comments

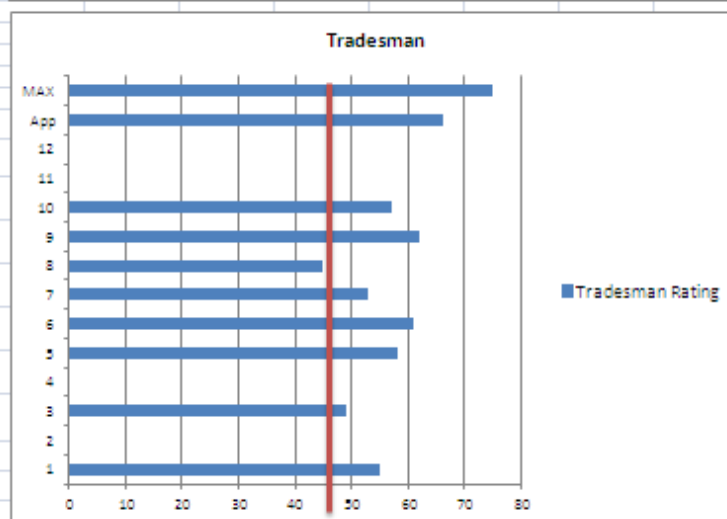
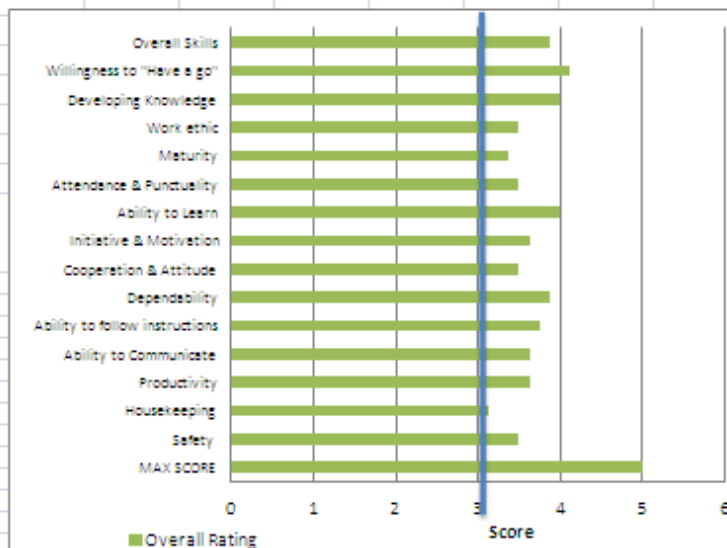
Always on the job, doing real good boilermaker work

He is doing a good job, likes too much horse play

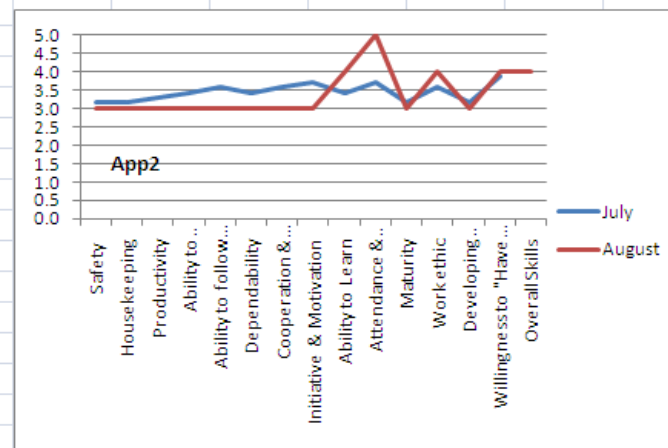
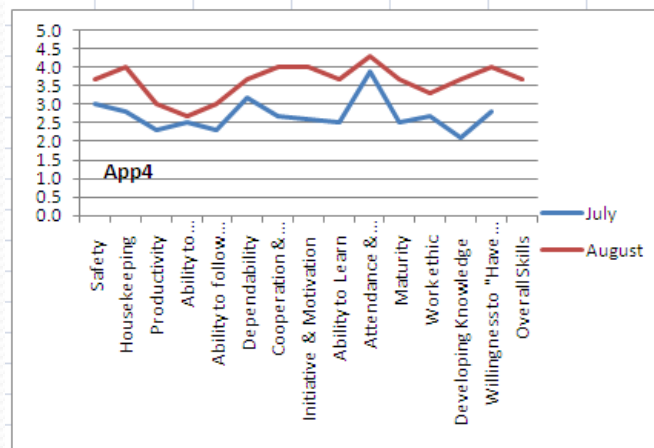
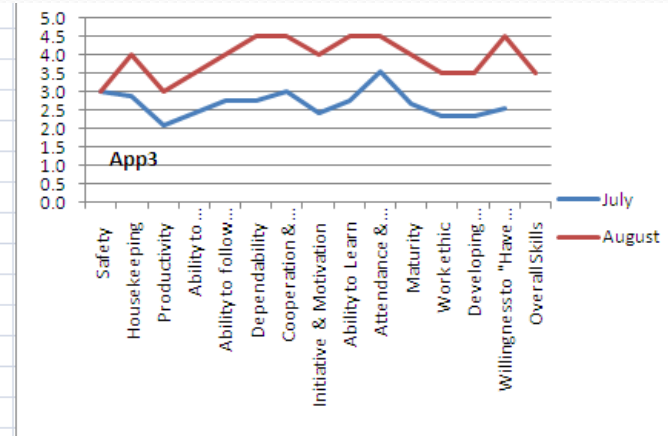
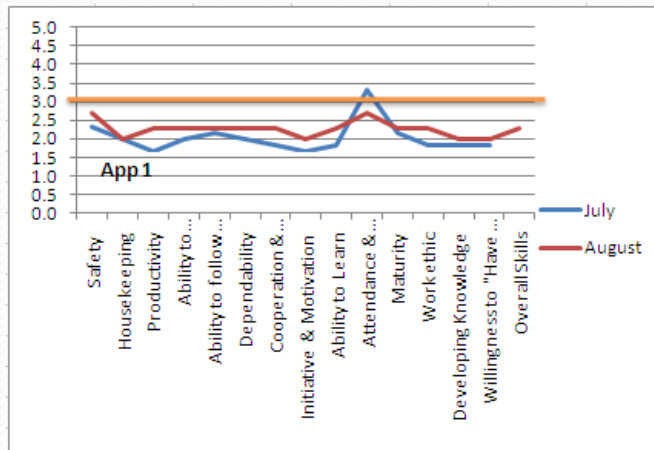
Always on the job, neat work, good work. Just his loudness a problem

exceptional, is going awesome

Consistently applies himself to job & learns new skills

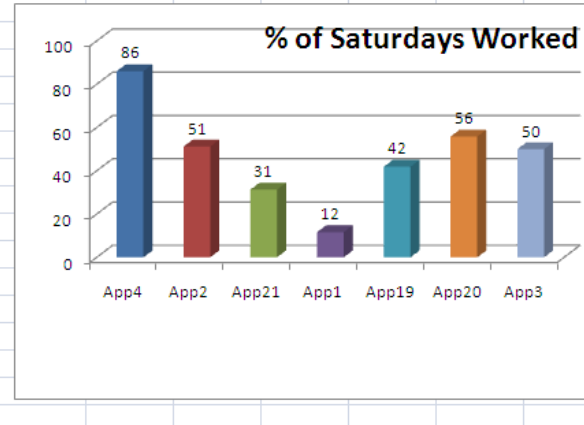
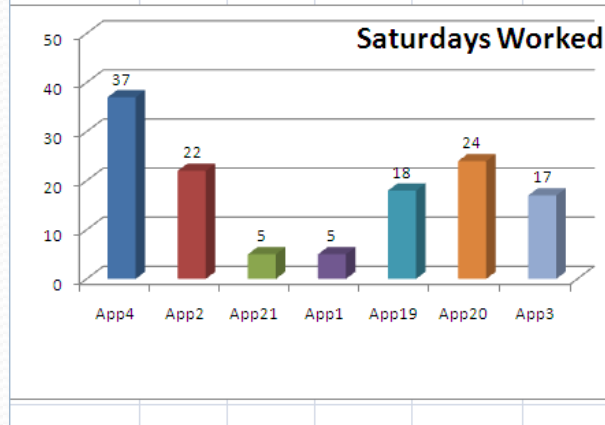
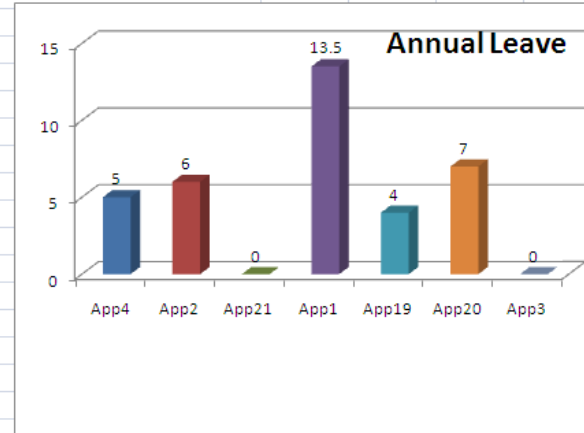
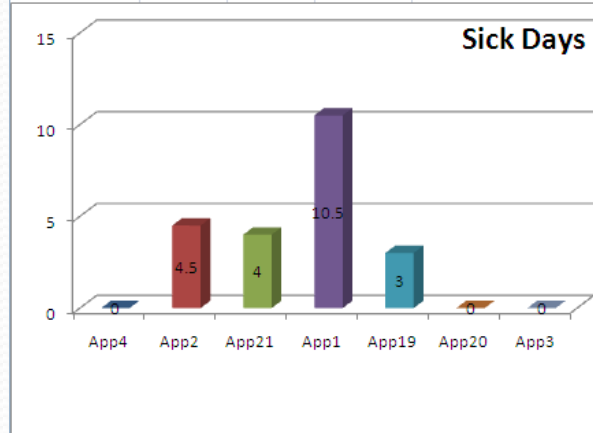


Ongoing comparisons



Monitoring Well Being

2010 - 1st Year's Attendance



Australian Non Completion Rates of Apprenticeships

- 45% of Automotive
- Over 35% of Heavy Fabrication (Boilermakers)
- Approx 68% of Electrotechnology. (the lowest)

Average of all trades – 45% non-completion

Need to get it Right

Employer costs for non-completion of apprenticeships in NSW were more than \$120 million in 2010 estimated \$1.24 billion over the next 10 years

costs to the Commonwealth and State governments add about \$59 million per annum, or nearly \$600 million

Traditional Apprentice

- 1st job, nothing else to judge against
- Do what your told
- Year 10 – 15/16 years old
- Expect 1 job for life
- Loyalty to company and boss
- Must stay till apprenticeship is finished, no matter what.

Generation Y Apprentice

- Has worked for very efficient multinationals with written job descriptions and procedures
- Stand up for your rights
- Usually older Year 11 or 12. More mature age apprentices
- Expect to have many different careers
- Historically have seen no loyalty from company or bosses
- Very mobile & secure, will look for better

No limits to Get It Right

- 1st Year Apprentices vary from 15 years old to 32 years
- Currently have 5 apprentices that began as mature age apprentices
- Offered positions to apprentice boilermakers when an engineering company was closing down – 4 accepted.
- Currently trying to employ 5 more 'out of trade' apprentices

Career Paths

- 5 of our current Managers are former Bloomfield Apprentices. This includes Four Mile and Kings
- Four Mile workshop Supervisor ex apprentice
- Some Four Mile and Kings apprentices straight from apprentice to leading hand roles.

Credits

- **“A Fair Deal”**

NSW board of vocational education and training (Nov 2011)

- A presentation developed by

David Collins - General Manager, State Training Services

- Deloitte Access Economics, 2011