

TAFE Queensland – SkillsTech

Awards - Guidelines for nomination

Submissions close: Sunday 30 July 2023

TAFE Queensland - SkillsTech Apprentice of the Year Nominations

Apprentices nominated for these awards will be assessed on their commitment to their training, quality of work produced, demonstrated leadership and communication skills, and their ability to work both individually and within a team.

Apprentices may self nominate, or be nominated by their employer, teacher, or other staff member of TAFE Queensland - SkillsTech.

Nominations may be submitted via written form or video (you will find a section to upload your media files at the end of the application).

Nominations are open to apprentices/trainees who:

- Undertake their training with TAFE Queensland - SkillsTech.
- Have been active in their apprenticeship between 1 July 2022 to 30 June 2023.
- Are at any stage of their apprenticeship.

Nominations close Sunday 30 July

Apprentice Award Categories

Carpentry Apprentice of the Year

- Certificate III in Carpentry CPC30220

Furnishing Trades Apprentice of the Year

- Certificate III in Cabinet Making MSF31113
- Certificate III in Furnishing MSF30313
- Certificate III in Furniture Finishing MSF30113
- Certificate III in Joinery CPC31920
- Certificate III in Shopfitting CPC30120
- Certificate III in Timber and Composites Machining MSF30313

Construction Apprentice of the Year

- Certificate III in Construction Waterproofing CPC31420
- Certificate III in Flooring Technology MSF30818
- Certificate III in Solid Plastering CPC31020
- Certificate III in Stonemasonry CPC32320
- Certificate III in Wall and Floor Tiling CPC31320
- Certificate III in Wall and Ceiling Lining CPC31220
- Certificate III in Upholstery MSF30713

Painting and Decorating Apprentice of the Year

- Certificate III in Painting and Decorating CPC30620

Bricklaying Apprentice of the Year

- Certificate III in Bricklaying/Blocklaying CPC33020

Plumbing and Gas Fitting Apprentice of the Year

- Certificate III in Plumbing CPC32420
- Certificate III in Gas Fitting CPC32720
- Certificate III in Roof Plumbing CPC32620

Electrical Apprentice of the Year

- Certificate III in Electrotechnology Electrician UEE30820
- Certificate III in Electronics and Communications UEE30920
- Certificate III in Data and Voice Communications UEE30420

Air Conditioning and Refrigeration Apprentice of the Year

- Certificate III in Air Conditioning and Refrigeration UEE32220

Light Automotive Apprentice of the Year

- Certificate III in Light Vehicle Mechanical Technology AUR30620
- Certificate III in Automotive Engine Reconditioning AUR31316
- Certificate III in Outdoor Power Equipment Technology AUR30720
- Certificate III in Automotive Electrical Technology AUR30320
- Certificate III in Marine Mechanical Technology AUR30520

Heavy Commercial Industries Apprentice of the Year

- Certificate III in Automotive Diesel Engine Technology AUR31520
- Certificate III in Mobile Plant Technology AUR31220
- Certificate III in Automotive Diesel Fuel Technology AUR31420
- Certificate III in Heavy Commercial Vehicle Mechanical Technology AUR31120

Engineering and Manufacturing Apprentice of the Year

- Certificate III in Automotive Manufacturing Technical Operations - Bus, Truck and Trailer AUM30218
- Certificate III in Engineering - Mechanical Trade MEM30219
- Certificate III in Locksmithing MEM30819
- Certificate III in Marine Mechanical Technology
- Certificate III in Engineering - Technical MEM30505
- Certificate III in Engineering - Fabrication Trade MEM30319
- Certificate III in ESI - Power Systems - Transmission Overhead UET30521
- Certificate III in Glass and Glazing MSF30422

Recreational Vehicle Apprentice of the Year

- Certificate III in Recreational Vehicle Manufacturing MSM31115
- Certificate III in Recreational Vehicle Service and Repair MSM31015

Instrumentation Apprentice of the Year

- Certificate III in Instrumentation and Control UEE31220
- Certificate III in Electrotechnology Electrician incorporating Certificate III in Instrumentation and Control
- Dual award UEE30820 / UEE31220

School-based Apprentice of the Year

- All apprenticeship qualifications undertaken by a School-based Apprentice

General Manager's Apprentice of the Year

- Nominations open to all qualifications, this award goes to an apprentice who has overcome significant adversity throughout their apprenticeship

TAFE Queensland - SkillsTech Employer of the Year Nominations

This award recognises workplaces that maximise the potential of their workforce through quality training.

There are two awards in this category:

Small Employer of the Year

Eligibility

To nominate for small employer of the year, the organisation must:

- Employ 9 or fewer apprentices. Either employed directly with the business and/or as a host employer that partners with a Group Training Organisation.

Large Employer of the Year

Eligibility

To nominate for large employer of the year, the organisation must:

- Employ 10 or more apprentices. Either employed directly with the organisation or Group Training Organisation and/or as a host employer that partners with a Group Training Organisation.

Responses may be submitted via written form or video (you will find a section to upload your media files at the end of the application).

Please note: You may start and come back later to finish your application, as long as you're logged in on the same device and browser.

Nominations close Sunday 30 July

CRITERION 1: Trade Career

Consider things such as:

- Describe how the nominee has demonstrated strong work ethic and/or skill progression
- Describe how the nominee has shown resilience
- How has the nominee contributed to their workplace/classroom
- Provide details of a specific project or accomplishment and how it showcases their skills and dedication to the trade.

CRITERION 2: Communication and Leadership Skills

Consider skills the nominee has developed through training such as:

- Examples of when the nominee has demonstrated effective participation in teams
- Describe how the nominee is able to take initiative, positively influence and lead others
- How they communicate with others
- Overall attitude

Sample response: John has displayed leadership qualities in the classroom and has become someone that other students look up to. As an example John is willing to assist by helping others understand core concepts and practical methods. Instead of sharing the answer, he will ask questions to guide them as they critically analyse and reach the conclusion on their own, empowering the apprentices along the way. John is always happy to offer guidance and a helping hand and likes to see others rise and achieve their goals.

The General Manager's award is for a student who shows exceptional achievement in the face of adversity. They may have overcome hardship or faced barriers to success (such as financial challenges, disability, minority, health issues, familial disruptions, or other).

Business summary

Provide a brief description of your business, including the services/products that you offer and any major milestones you have achieved. (limit 500 words)

Note: This overview will not be considered or used for judging purposes; it is only used to provide the judging panel with some background on your business. If you would like any information from your overview assessed as part of your nomination, please make sure you include it in your selection criteria responses.

CRITERION 1: Extent and quality of training for apprentices (limit 800 words)

Describe the training that your small business is involved in.

Include the following:

- the qualifications or courses that your apprentices are enrolled in
- number of apprentices actively engaged in training
- briefly tell a story of an innovative/progressive training approach you are using (e.g. mentoring, collaborative, e-learning).

CRITERION 2: Apprentice outcomes (limit 800 words)

How has training benefited your apprentices?

Include the following:

- how has training improved the well-being of your apprentices
- how has training improved the productivity of your apprentices
- briefly tell a story of an apprentice who has benefited the most from training.

CRITERION 3: Business outcomes (limit 800 words)

How has training benefited your business?

Include the following:

- how has training improved your relationships with clients
- how has training improved the productivity and profitability of your business
- briefly tell a story of how training has positively influenced your business.