



QBuild

Queensland Government
Department of Public Works



QBuild Apprenticeship Program

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About QBuild

QBuild is the leading provider of construction and strategic building maintenance services throughout Queensland. QBuild plans and delivers maintenance services and small to medium construction projects throughout the State, and also provides building security, cleaning and horticultural services and manages the Roma Street Parkland subtropical gardens in Brisbane.

Our projects are as diverse as our clients. From houses to schools, colleges, workshops, depots, police stations, correctional centres, health facilities, laboratories and office accommodation, QBuild aims to exceed clients' expectations.

Employing over 2,500 staff working from 11 regional offices and 8 district offices, QBuild offers a depth of resource and capability that is unmatched. Our regional offices are supported by 35 depots and a team of in-house and QBuild registered contractors enabling us to deliver a comprehensive, state-wide service.

QBuild is committed to providing quality training and job opportunities for Queensland's next generation. More than 300 men and women are currently completing a QBuild apprenticeship or traineeship.

QBuild is a fully accredited quality assured provider holding third party accreditation to AS/NZS ISO9001:2000, and has implemented an Environmental Management System conforming to AS/NZS14001:2004 and a Safety Management System conforming to AS/NZS4801:2001.

QBuild is one of six commercialised business units that comprise the Queensland Government's Department of Public Works. The Department is the agency responsible for the policies and programs related to Government buildings, capital works initiatives, procurement development and administrative services.

While QBuild provides building maintenance and construction services, its sister business unit, Project Services, provides project management, advisory and design services. Together they deliver a seamless building asset management solution from asset planning, design and construction through to asset disposal.



Apprenticeship Program

Employment

QBuild is one of the Queensland Government's largest employers of apprentices and is proud to offer a range of dynamic and challenging career opportunities for the right people.

Due to the diversity and size of QBuild's workforce, a variety of employment opportunities and career paths are available, from trade positions right through to project management, procurement and maintenance management. We also offer opportunities for you to kick-start your career with a range of entry level positions including apprenticeships, traineeships, graduate opportunities and office administration roles.

As a valued member of the QBuild team, you can expect to benefit from excellent working conditions and entitlements which will support your career and personal objectives as well as supporting your work-life balance.

Training and development is also given a high priority as QBuild regards its employees as one of its greatest assets.

Apprenticeships and traineeships on offer

Each year, QBuild offers a number of apprenticeship and traineeship opportunities to job seekers throughout the State.

The following trades are regularly included as part of QBuild's annual apprenticeship intake:

- Carpentry
- Plumbing
- Painting
- Electrical mechanical
- Fitting and turning
- Refrigeration and air conditioning
- Glass and glazing
- Wood machining
- Stonemasonry
- School-based carpentry
- School-based plumbing

QBuild may also offer traineeships in:

- Construction work
- Horticulture

It is important to check the advertisement and the website to ascertain the exact trade and locations on offer.





How to apply for an apprenticeship

Each year in November, QBuild places an advertisement in the Courier-Mail and most regional newspapers announcing its apprenticeship opportunities.

When you see this advertisement, you will be able to access the online form from the website www.qbuild.qld.gov.au.

Standard of education required for apprenticeships

Applicants should have obtained a minimum education standard of sound achievement in english, mathematics, science and trade subjects at the Year 10 level. However, it is anticipated that most successful applicants will also have completed Year 12.

Successful completion of an appropriate pre-vocational or pre-employment course is highly desirable.

Apprenticeship and traineeship interviews

Interviews are usually held during January of the following year. If you are invited for an interview you will receive a letter advising you of the time and location.

During the interview you will be given the opportunity to discuss your work and educational achievements.

You will need to produce original documentary evidence of your scholastic achievements such as certificates and/or reports.

How will I know if my application is successful?

Applicants who are successful at the interview will receive a written offer of employment as an apprentice or trainee. The apprenticeship or traineeship would commence during February/March of that year.

Applicants who are unsuccessful will receive written notification.

Working as an apprentice for QBuild

What is the training contract?

The training contract is a legally binding contract that allows an employer and prospective apprentice or trainee to enter into an apprenticeship or traineeship. The training contract must be made between (and be signed by) the employer, the apprentice or trainee who will be undertaking the training, and the apprentice's or trainee's parent or guardian, if applicable.

If any of the parties have not signed the training contract, it will be returned.

A witness to the signatures to the training contract must be by a person not bound by the training contract and aged 18 years or over.

The training contract must be fully completed by all parties with accurate and truthful information.

All parties sign the training contract as an indication that they understand they are bound by the conditions of the training contract and the associated obligations.

Training contracts should be lodged with the Australian Apprenticeships Centre which can advise employers, apprentices and trainees on the rights and obligations of the parties to the training contract, answer questions on the information required in the training contract and arrange for the contract to be forwarded to the Department of Education, Training and the Arts.

The training agreement is a legally binding contract between the apprentice and employer.

What is the probation period?

On commencement of your apprenticeship or traineeship, you will be required to serve a probation period of three months (apprenticeship) or one month (traineeship).

During the probation period your work performance will be assessed to ensure your suitability to the apprenticeship or traineeship.

Before the end of probation, all parties must decide whether they want to continue with the apprenticeship or traineeship and complete the training contract.

Either the employer or the apprentice or trainee may end the apprenticeship or traineeship, without the consent of the other, during the probationary period.



How long will the apprenticeship take?

As a general rule, apprenticeships are completed over a four year period; however the length of time can vary depending on the particular trade and whether the apprenticeship is time or competency based.

During this time you will gain skills and knowledge both at the workplace and through a registered training organisation such as TAFE.

How long will the traineeship take?

A traineeship will usually take around a year to complete. During this time you will gain skills both in the workplace, and through TAFE.

What training will I undertake?

QBuild gives its apprentices the opportunity to work on many different work sites. For example, an apprentice may work at schools, police stations, prisons, private residences and most other government buildings. The work will consist of new construction, maintenance, restoration and renovation.

You will also be required to undertake formal training at a TAFE Institute or other registered training organisation. Your training will include both on and off the job components and you will be required to complete a training record book.

The time spent at TAFE may vary from “block release” or “day release” and your supervisor will advise you of your attendance schedule.

Who supplies the tools and equipment?

QBuild will provide all uniforms, footwear, personal protective equipment and a full kit of tools of trade, as required.

Getting to work

QBuild does not require its apprentices to have a motor vehicle as part of their employment arrangement; however, it is the apprentices’ responsibility to be at work on time.

Hours of work

You will be required to work 38 hours per week and accrue time towards one rostered day off per month.

Sick and recreation leave

Sick leave is accrued at a rate of 10 days per year. You are entitled to 20 days paid recreational leave for each completed year of service.





Eligibility

QBuild is an equal opportunity employer with a diverse range of employees. Female and male applicants are encouraged to apply, including people who identify as being of Aboriginal or Torres Strait Islander descent, people with disabilities and those from non-English speaking backgrounds.

Applicants must be a minimum of 15 years of age and may be required to produce evidence of their eligibility to work in Australia.

Contact us

For more information about the Apprenticeship Program contact the [Apprentice Training Advisor](#) on 07 3224 5273 or visit our website at www.qbuild.qld.gov.au.



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