



# What is involved in apprenticeship training?



The apprenticeship system combines theoretical knowledge and practical “earn while you learn” approach to gaining a qualification and experience in one package. Work on-the-job is supplemented by theory and practical instruction given at an RTO. Most RTO training is done during working hours and the employer must

release the apprentice without loss of pay to attend the RTO one day per week for a minimum of 3 years or the equivalent.

## **There is only one type of apprenticeship—an Indentured Apprenticeship**

The apprentice is registered with the Vocational Training Board of NSW, when commencing the apprenticeship and is on probation for the first three (3) months. At the expiration of the probation period, indentures are exchanged and both parties (apprentice and employer) are committed to remain together for the full term of the apprenticeship.

## Entry into the trade

**“An apprenticeship is recognised as the most efficient method of training skilled craftsmen and is the training model adopted in the plumbing industry.”**

An apprenticeship is recognised as the most efficient method of training skilled craftsmen and is the training model adopted in the plumbing industry. To commence an apprenticeship, the apprentice must enter into a contract of training with an employer. The employer undertakes to train the apprentice in the trade to the best of his ability and to pay the prescribed rates of pay. The apprentice undertakes to remain in the service of the employer and to carry out the duties allocated to him or her and to attend RTO classes as required to supplement the training that is delivered on-the-job.



## Educational requirements

There is no minimum educational requirement for a plumbing apprenticeship. However, because of new techniques, which are being constantly introduced to the plumbing industry, many employers now prefer applicants with qualifications such as the Higher School Certificate.

The term of the apprenticeship is four years.

The young plumber who has completed an apprenticeship and passed the compulsory examinations is eligible to register as a journeyman plumber.



**Apprentices will attend an RTO 1 day per week for the first three years of their apprenticeship**

# WHAT ARE THE PROSPECTS?

Plumbing is an industry with a very good record for continuous employment. The fact that it is a licenced trade affords a degree of protection. There will always be maintenance work in the community to ensure continuity of work even when the new work is not abundant.

Plumbers usually work in small groups and good plumbers are in demand as supervisors. If a journeyman plumber is prepared to do extra study and qualify for higher status, he can gain promotion to supervisor, estimator, inspector, instructor or designer. A young person who is prepared to provide some capital and to acquire knowledge of business management and estimating should not find it too difficult to start his or her own business. The Master Plumbers Association of NSW exists to help and serve all plumbing contractors and is willing to assist in the establishment of businesses.



# WHAT DOES A PLUMBER DO?

Modern society, in which large numbers of people live together in relatively small areas, succeeds in no small measure because of its high standards of:

**Water supply:**

**Gas supply:**

**Sewerage Disposal.** Plumbers are essential in the design, fabrication and installation of these services

The licenced plumber is therefore involved in:

- Water supply to all types of buildings
- Fixing of metal roofs, gutters, down-pipes and roof flashing
- Mechanical service equipment (eg boilers for heating, air conditioning and ventilating of buildings)
- Hot water services
- Fire protection services
- Steam lines, oils, spirit and air lines to buildings eg factories, hospitals, laboratories, refineries etc.
- Gas services (domestic and commercial)
- Drainage systems (house drainage and storm water)
- Septic systems, tanks, pumps and other special installations.



# WHAT TECHNIQUES ARE USED?



The modern plumber must develop techniques and skills. He must be able to read plans and specifications and interpret contract documents, design systems, install pipe work services and commission them. The plumber must be able to apply the basic skills of the trade in relation to the use of materials such as copper, brass, galvanised iron, plastics and earthenware. He must be able to use a variety of tools and equipment ranging from electric drills to welding and screwing machines. He must also be proficient in the joining of these materials whether by solvent cementing, soldering, welding or the use of rubber ring joints. The plumber must also be able to put his hand to basic carpentry, bricklaying, wall tiling and concreting, whilst engaged on various types of projects associated with his/her plumbing activities.

## Master Plumbers Apprentices Limited

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Lidcombe 1825

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02 9749 7765  
Email: [jobs@mpal.com.au](mailto:jobs@mpal.com.au)

Visit us online!  
**WWW.**  


## Plumbing Contractors

A plumbing contractor is a plumber who can run and own their own plumbing business. To become a licenced plumbing contractor you must:-

1. Complete a 4 year apprenticeship and a Certificate III in Plumbing, Draining and Gas fitting.
2. Complete specified competencies from Certificate IV (Plumbing Operations).
3. Serve a minimum 2 years as a journeyman or trade qualified plumber.
4. Be over 21 years old.
5. Apply for registration and their contractor's licence with the NSW Department of Services, Technology and Administration (DSTA) - Office Fair Trading.

**[www.mpal.com.au](http://www.mpal.com.au)**

## Plumbing – RTO course

The course is for apprentice plumbers. It trains you to safely install, alter and repair pipe work services and appliances to suit domestic, commercial and industrial needs. It also teaches you about cold and hot water supply, gas supply, sewage, waste and rainwater disposal. You also learn how to install and repair roofing, gutters and drain pipes and make buildings weather-proof.

You also learn about safe work practices. You will be encouraged to maintain a high standard of work and develop links with other trades in the building industry.

## Competencies

**Plumbing Trade Course CPC3248.** The structure below details the streams that you may be required to study to complete this course. A selection of the streams of competencies are required for an apprentice to be awarded this qualification. The water competencies and sanitary competencies are mandatory. **Water:** (mandatory): 23 compulsory units and 6 elective units from the water competencies. **Sanitary Plumbing:** (mandatory): 6 compulsory units and 4 elective units from the sanitary competencies. **Drainage:** 9 compulsory units and 3 elective units from the drainage competencies. **Gas Services:** 12 compulsory units and 5 elective units from the gas services competencies. **Roofing:** 8 compulsory units and 4 elective units from the roofing competencies. **Mechanical Services:** 4 compulsory units and 11 elective units from the mechanical services competencies.

When you finish this course your qualifications will be recognised in Australia and New Zealand. For the apprentice to qualify to be a plumbing contractor, there are additional courses available and these are usually completed in his or her own time.

# PLUMBING APPRENTICESHIPS

## 6 EASY STEPS ON HOW TO BECOME AN APPRENTICE

1. Complete an application form and attach it to the front of your resume. Your application must be similar to our guide, to progress to step 2.
2. You will need to sit an aptitude test at a year 10 level in Maths and English. NO calculators are allowed. A pass mark of 60% is required for you to continue to step 3.
3. Attend a panel interview with Field Officers.
4. Attend a medical. Subject to availability, candidates may be required to attend a Pre-Vocational course.
5. Attend a final interview with the Operations Manager.
6. Complete an induction workshop and sign up to your apprenticeship. Attendance of the workshop is for 3 days at our head office.

**Applicants who successfully complete  
this process will be selected for the MPAL  
new year or mid year intake**

**Why wait? Call now (02) 8789 7050**



**MPAL**  
your group training company

# Sample Resume



## NOTE:

- This is a guide only.
- Do not duplicate this as "your" resume.
- Do not send originals ~ please send copies.

To whom it may concern,

I believe that I have the attributes to become a skilled plumbing apprentice and to further contribute to the success of your company.

My Curriculum Vitae lists my abilities and capabilities to fulfil this position.

Should the opportunity be presented to me, I would be delighted to attend for an interview.

Yours sincerely

\_\_\_\_\_  
NAME

\_\_\_\_\_  
DATE

NAME

APPLICATION  
FOR AN  
APPRENTICE PLUMBER

INSERT  
A  
RECENT  
PHOTOGRAPH



## **PERSONAL DETAILS**

Name:

Address:

Phone:

Mobile:

Date of Birth:

## **EDUCATION**

1998 - 2001 -

2001 - 2004 -

Subjects:

I am currently studying for the School Certificate.

## **INTERESTS AND HOBBIES**

I enjoy reading, but my main outside interests are surfing in the summer and being an active member of the Anywhere Surf Lifesaving Club.

Obtaining my Bronze Medallion now requires me to carry out regular surf patrols for the Anywhere Club.

During the winter, Rugby League is my passion. I have been playing football for the Anywhere Junior Football Club for the past 5 years.

## **PREVIOUS EMPLOYMENT**

My previous employment was at McDonalds in (location), where I worked casually on weekends for a period of 10 months. My duties included preparation of food, cooking and cleaning. I found this job rewarding as my ability to work in a team has given me increased confidence.

Name of Referee:

Phone No:

Type of Business:

## **WORK EXPERIENCE**

During the April 2004 school holidays, I sought out and obtained 2 weeks work experience with Jeff Waters of Drip Drop Plumbing.

I found the work very interesting, which has only furthered my desire to become an apprentice plumber.

## **REFEREES**

Listed below are referees I feel confident, would provide further information on my character and ability.

Name	Position	Company Name Phone No
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Name	Position	Company Name Phone No
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Name	Position	Company Name Phone No
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**SUPPORTING STATEMENT**

In support of the application for a position as an apprentice plumber with your company, I wish to include the following.

The Plumbing Industry has always interested me, due to the fact that

.....  
.....  
.....

I look forward to hearing from you.

Yours sincerely

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

**YOU MUST** include ***copies*** of your last two school reports and any other supporting material that will support your statement.



**MPAL**  
your group training company



**MASTER PLUMBERS APPRENTICES LIMITED**

A B N 88 050 041 480

**Application for a Plumbing Apprenticeship**

**Applicant's Details**

Surname: \_\_\_\_\_ First Name: \_\_\_\_\_ Other Names: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Suburb: \_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_  
 Home Phone No: \_\_\_\_\_ Mobile No: \_\_\_\_\_ Fax No: \_\_\_\_\_ Email: \_\_\_\_\_  
 Date of birth: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Current Age: \_\_\_\_\_ Driver Licence: YES / NO Type (Manual/Automatic): \_\_\_\_\_  
 Do you own a car  Yes  No  
 Do you have access to a car  Yes  No  
 Height (cm): \_\_\_\_\_ Weight (kg): \_\_\_\_\_ Marital Status: \_\_\_\_\_

**Employment Status**

- Unemployed  School Leaver  TVET Course  
 Out of Trade Apprentices  Completed Plumbing at School  
 Currently working as an apprentice  Completed Prevocational Course

Are you registered with Centrelink  Yes  No, If yes, which office? \_\_\_\_\_  
 Are you registered with the Job Network  Yes  No, If yes, which office? \_\_\_\_\_

**Apprenticeship Status**

1. Have you completed an Apprenticeship previously?	Yes	No
2. Have you completed a Traineeship previously?	Yes	No
3. Have you completed a Certificate Level Course?	Yes	No
4. Have you completed a TAFE Course or University Course?	Yes	No
5. Where or will you be over 21 when you start/started your apprenticeship?	Yes	No
6. Do you consider yourself to come from a disadvantaged background?	Yes	No
7. Do you consider yourself to come from a Non English Speaking background?	Yes	No
8. Have you completed a Job Club or any other prevocational activity?	Yes	No
9. Do you consider yourself to be aboriginal or Torres Strait Islander?	Yes	No
10. Are you female in a non-traditional trade (Plumbing is a non traditional trade for females)?	Yes	No
11. Do you consider yourself to have a disability?	Yes	No
12. Are you Long Term Unemployed (Flex 2 or Flex 3)?	Yes	No
13. Are you an "OUT OF TRADE" apprentice? If Yes, Registration Number _____	Yes	No

14. Are you entitled to a rural subsidy?	Yes	No
15. Are you young and at risk of homelessness?	Yes	No
16. Do you have your construction OH&S induction card?	Yes	No

## Educational Status

17. School attended?	Yes	No
18. Have you completed your School Certificate?	Yes	No
19. Have you completed your HSC?	Yes	No
20. Have you completed a COS or TVET Course?	Yes	No
21. Are you a member of the armed forces or reserves?	Yes	No
22. Have you attended TAFE	Yes	No
23. If yes, which course did you study?		

How did you hear about Master Plumbers Apprentices Limited?

- TAFE     
 Centrelink     
 Job Network     
 School  
 A Friend     
 A Local Plumber     
 Careers Market \_\_\_\_\_     
 Other \_\_\_\_\_

### Emergency Contact Details

Parent/Guardian Mr/Mrs/Ms \_\_\_\_\_  
Relationship to you \_\_\_\_\_  
Occupation \_\_\_\_\_ Phone \_\_\_\_\_  
Address \_\_\_\_\_ Suburb \_\_\_\_\_ Postcode \_\_\_\_\_  
Languages Spoken \_\_\_\_\_

### You will be required with this application to provide the following:

- **Current Resume**
- **Copies of your School Certificate (Year 10) & Higher School Certificate (Year 12)**
- **School reports for the last two years**
- **Copies of all TAFE Certificates**
- **Full employment history if applicable**
- **Work experience**
- **Sporting achievements**
- **Membership of any organizations**

**Please also provide a letter stating that you would like a position as an apprentice plumber and why.**

#### Other Interests (Optional)

Are you a member of any social clubs or groups? Yes      No

If yes, please list \_\_\_\_\_

I declare that the information entered on this employment application form is true and correct and understand that any false or misleading statements may result in immediate dismissal or disqualification. I also authorize Master Plumbers Apprentices Limited to make any necessary inquiries regarding my previous employment.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**PLEASE PLACE THIS APPLICATION ON THE FRONT OF YOUR RÉSUMÉ**