



## POSITION DESCRIPTION

<b>ROLE:</b>	Apprentice Carpenter - Building and Construction General On-Site Award (MA000020)
<b>ROLE PURPOSE:</b>	Support qualified carpenters in construction tasks while developing the skills required to complete <b>CPC30220 Certificate III in Carpentry</b> . Contribute to safe, efficient and high-quality building outcomes across residential and commercial sites.
<b>WHAT DOES THE ROLE DO:</b>	<p><b>Under supervision, the Apprentice Carpenter will:</b></p> <p><b>Carpentry &amp; Construction Tasks</b></p> <ul style="list-style-type: none"> <li>• Measure, cut, shape and assemble timber and other materials.</li> <li>• Assist in constructing wall frames, floors, roofs, cladding, eaves and interior linings.</li> <li>• Install windows, doors, fixtures and prefabricated components.</li> <li>• Support concreting and basic formwork tasks as required.</li> </ul> <p><b>Plans, Tools &amp; Site Procedures</b></p> <ul style="list-style-type: none"> <li>• Read and interpret plans, drawings and specifications.</li> <li>• Use hand and power tools safely and correctly.</li> <li>• Maintain tools and keep work areas clean and WHS-compliant.</li> </ul> <p><b>Safety &amp; Site Conduct</b></p> <ul style="list-style-type: none"> <li>• Follow all WHS procedures and use PPE correctly.</li> <li>• Participate in toolbox talks and hazard reporting.</li> <li>• Work respectfully with tradespeople, apprentices and other site personnel.</li> </ul>
<b>HOW IS THE ROLE DONE:</b>	<p><b>Work Behaviours &amp; Skills</b></p> <ul style="list-style-type: none"> <li>• Safety-focused and aware of site hazards.</li> <li>• Hands-on, practical and willing to learn.</li> <li>• Works well in a team and communicates clearly.</li> <li>• Listens well, asks questions and follows instructions.</li> <li>• Reliable, punctual and motivated.</li> <li>• Able to take accurate measurements and complete simple calculations.</li> </ul> <p><b>Working Conditions</b></p> <ul style="list-style-type: none"> <li>• Work across residential and commercial construction sites.</li> <li>• Indoor/outdoor work with exposure to heights, noise and manual handling.</li> <li>• Monday–Friday, with some overtime depending on project needs.</li> </ul>
<b>RELEVANT QUALIFICATIONS</b>	<p><b>Required:</b></p> <ul style="list-style-type: none"> <li>• Enrolment in CPC30220 Certificate III in Carpentry.</li> <li>• Participation in on-the-job and RTO training.</li> <li>• Ability to meet physical demands of carpentry work.</li> <li>• White Card.</li> </ul> <p><b>Desirable:</b></p> <ul style="list-style-type: none"> <li>• Driver’s licence (or progress toward one).</li> <li>• Pre-apprenticeship in building or construction.</li> </ul>