

# CSQ FUNDED SHORT COURSES – GENERAL

## 2019/2020 CONTRACT



### // ABOUT CIVIL TRAIN

Civil Train is Queensland's market leader in delivering training to the civil construction industry. As a Registered Training Organisation (RTO5708) and the training division of CCF QLD, Civil Train is well positioned to provide high-quality, industry specific training solutions to civil contractors throughout Queensland. Civil Train Queensland's vocational programs and corporate training solutions are developed by highly qualified and experienced staff in close consultation with industry to ensure best practice.

Civil Train delivers professional development courses including non-accredited and accredited short courses and accredited qualifications. From small local operators to major national contractors, Civil Train has built a reputation for innovation and excellence in program development, delivery and management.

### // FUNDING SECURED

Civil Train Queensland has secured funding from Construction Skills Queensland (CSQ) to deliver short courses to workers in the building and construction industry (eligibility criteria applies)

The Short Courses program provides funding to assist with up-skilling and cross-skilling existing workers in the building and construction industry. The training focuses on the safety, regulatory and licensing requirements of the industry and can provide you with a range of competencies that employers need; and as the program name suggest, our Short Courses are designed to get you up-skilled fast. Participants are eligible for a maximum of eight (8) Short Courses – General Construction courses during this Contract Term.

### // FUNDING AND FEES

COURSE CODE	COURSE NAME	CSQ FUNDED AMOUNT	CLIENT CONTRIBUTION FEE
BSBWHS404	Contribute to WHS hazard identification, risk assessment and risk control	\$360	\$40
CPCCWHS1001	Prepare to work safely in the construction industry (WHITE CARD)	\$70	\$10
HLTAID003	Provide first aid	\$80	\$30
MSMWHS217	Gas test atmospheres	\$202	\$98
TLILIC003	License to operate a forklift license	\$225	\$325

V1 – Current as at September 2019



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## // ELIGIBILITY

For the purposes of eligibility, Participants under this Agreement must meet the following criteria:

*Eligible Participant means:*

- a. An Existing Worker; and
- b. an Eligible Worker; or
- c. an Unemployed Eligible Worker.

**AND MUST BE:**

- a. an Australian or New Zealand citizen; or
- b. a permanent resident of Australia; or
- c. a refugee and humanitarian visa holder.

**AND MUST:**

- a. permanently reside in Queensland; or
- b. be permanently employed in Queensland.

An **Existing Worker** is a current Employee in the Building and Construction Industry who has a one month or more employment relationship with their Employer. The working relationship can be built up through full-time, part-time or casual employment or engagement as a contract worker.

An **Eligible Worker** has the same meaning as the [Building and Construction Industry \(Portable Long Services Leave\) Act 1991 \(Qld\)](#) as amended from time to time.

An **Unemployed Eligible Worker** is a person who has been unemployed for a period of not greater than 4 years that would otherwise meet the requirements of an eligible worker

**NON Eligible Participant under this Agreement are:**

- a. an Employee of any Authority (excluding employees of an Indigenous Council that is a Principal Contractor);
- b. eligible under the Apprentice Advance Plus Program as:
  - i. a current active apprentice or trainee in Queensland as defined in the Act undertaking a Recognised Apprenticeship or Traineeship; or
  - ii. an existing worker or unemployed eligible worker in the first year out of their Recognised Apprenticeship or Traineeship who must commence training within 365 days of the completion date in DELTA; or
  - iii. a cancelled apprentice or trainee who was undertaking a Recognised apprenticeship or Traineeship that has been cancelled and they are currently accessing State Government funding to complete their institution-based training.
- c. Currently enrolled and participating in a Queensland secondary school program (excluding a school based Apprentice or Trainee);
- d. A contracted trainer or assessor or existing working of an RTO;
- e. Previously funded under this Program for eight (8) Short courses – General Construction in the Same contract term;
- f. Funded by an Authority or such other source for delivery of the same Training being undertaken as part of this Program;
- g. Those Participants seeking Verification of Competency (or Determination of Competency) service under this Agreement;
- h. Other individual that do not meet Participant Eligibility as prescribed in Item 1 of Schedule 3.

## // DOCUMENTATION REQUIRED FOR ELIGIBILITY

CSQ requires that the following documentation be collected on enrolment. These documents will be retained by Civil Train for the duration of the contract term and for an additional six years (from the contract end date)

- a copy of one of the following: birth certificate, extract of birth certificate; passport; working visa; or coloured copy of their Green Medicare card; and
- a copy of one of the following: Queensland Driver's license; a telephone account; bank statement; a statement from a real estate agent; or any other formal documentation stating the participant's full name and current residential address; and
- evidence to verify participants meet the **Existing** and **Eligible Worker** criteria for employment in Building Construction Industry: for example letter from the employer. pay-slips, contract for work, separation certificate