THE APPRENTICE
kick-start your career
## Modern Apprenticeships
- Cadet MAX
- Steel Construction

## Industry Training Organisations (ITOs)
- Building and Construction – Building and Construction ITO
- Dairy and Meat – NZITO
- Drainlaying – Plumbing, Gasfitting, Drainlaying and Roofing ITO
- Electrotechnology – ETITO
- Flooring – NZ Flooring ITO
- Hairdressing and Barbering – HITO
- Hospitality – HSI
- Infrastructure – InfraTrain NZ
- Motor and Industrial Textile Fabrication – MITO
- Painting – Creative Trades ITO
- Plumbing and Gasfitting – Plumbing, Gasfitting, Drainlaying and Roofing ITO
- Sports Turf – NZSTITO
- State Sector – Learning State
- Youth Work – Social Services ITO

## Pre-Trade Training
- ITO Contact Details
Launch yourself into a great career by becoming a Modern Apprentice!

You’ll learn your trade on the job and through courses, and earn while you’re learning!

Modern Apprenticeships open up a world of career qualifications that you can take anywhere, and get your career started – from building and construction to hairdressing and social work.

We’ve featured a selection of careers in the following pages. To find out more information contact the Industry Training Organisations (ITOs) or go to www.modern-apprenticeships.govt.nz.
Most Modern Apprentices are:

- between 16 and 21 when they start their Modern Apprenticeship
- able to meet the entry requirements for the industry they’re interested in (these vary from industry to industry — talk to a Modern Apprenticeship Co-ordinator to find out what you need to get started)
- ready to start working towards a National Certificate at Level 3 and/or 4.

To get started in a Modern Apprenticeship, contact a Modern Apprenticeship Co-ordinator in your area who knows about the industry you want to go into.

This person can:

- help you decide which Modern Apprenticeship programme is right for you and support you to get started
- be your personal mentor. It’s their job to make sure you get the most out of your Modern Apprenticeship and to help you succeed
- help tailor a personal training plan. The plan sets out what you need to learn to get your qualification and how you’re going to get there
- meet with you regularly to make sure you’re on target to successfully complete your Modern Apprenticeship
- be there to answer your questions, or help you out during your Modern Apprenticeship.

To find a Modern Apprenticeship Co-ordinator near you, go to www.modern-apprenticeships.govt.nz or call 0800 4 APPRENTICE [0800 427 773].
**Cadet MAX helps you prepare for an apprenticeship**

Cadet MAX is a pre-apprenticeship programme that helps to prepare you for an apprenticeship or higher trade training.

The selection process involves interviewing you with your family or support network. Leah Gates, Special Projects Manager for the Auckland Chamber of Commerce, says Cadet MAX is a family commitment. “It won’t be easy. It means working 40 hours a week and sticking with it. Families we’ve spoken to understand how important it is that their young people have a good work history and complete their trade’s qualifications; and they want to be a part of that.”

Once you’re accepted for Cadet MAX, you’ll attend a two-week induction course where your literacy and numeracy skills will be assessed and you’ll learn valuable life skills including budgeting, teamwork, communication and problem solving. A Site Safe Passport will give you access to industry speakers and enable you to visit work sites to learn about career opportunities and choices.

Cadet MAX provides both a job and a great introduction into the many career paths participating employers can offer.

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**Steel**

**Get mentored into a steel construction career**

Steel Construction New Zealand (SCNZ) has launched a mentoring scheme to help secondary students prepare for careers in the steel construction industry. This programme has attracted Pacific Island students because of its practicality with learning occurring in both an industry setting and at the local polytechnic.

The Year 11 and 12 programme gives you a taste of the industry, and includes one-day-a-week work experience through Gateway, an outdoor pursuit programme during the first semester break of the year, paid school holiday jobs, an industry preparation programme at a local polytechnic and the chance to be noticed by potential employers who are looking for future staff.

Steel construction is a huge industry but it has a shortage of skilled workers. Careers can range from an apprenticeship in structural fabrication through to supervisor, estimator, detailer and site specialist roles.

Career opportunities include steel production, distribution, fabrication, detailing, estimating, erecting, and consulting engineering.
What would I do on an average day?
This varies depending on the trade you choose — but no two days are the same! You can train on-the-job or opt for a mix of on-the-job and classroom learning.

What skills do I need?
Maths, reading and writing, such as NCEA Level 1 or 2 maths and english. Doing technology or hard materials can be an advantage. If your school is involved in the Gateway programme, talk to your Gateway Co-ordinator about doing the Building and Construction ITO (BCITO) Gateway Package. Check out www.constructionzone.co.nz for more info or call the BCITO on 0800 422 486.

What can I achieve?
This all depends on the trade you work in. You can work towards a National Certificate in Carpentry, Cement and Concrete, Floor and Wall Tiling, Frame and Truss, Interior Systems, Proprietary Plaster Cladding Systems and Solid Plastering.

How much will it cost?
Between $2,200 and $3,000. There are lots of different options which are negotiated between the apprentice and the employer.

How much could I earn?
This depends on your contract with your employer. As you move further into your apprenticeship and become more productive you could expect an increase in your wages.

How long will it take me?
A National Certificate in Carpentry usually takes up to four years to complete.

My career
Once you’re qualified you’ll have a great choice of careers — from working on multimillion dollar projects to award winning homes, managing projects and running teams right through to running your own business.
What would I do on an average day?
Tasks depend on the area you work in, which include dairy manufacturing, transport, laboratory, storage, supply chain and processes.

What skills do I need?
There are no pre-requisites.

What can I achieve?
You can work towards a National Certificate, a National Diploma, and in some cases limited credit packages.

How much will it cost?
There are no costs involved with this course.

How much could I earn?
The pay levels vary based around pay for coming to work and then pay based on team production rates.

How long will it take me?
Six to twelve months.

My career
The National Certificates in Workplace Health and Safety provide a platform for development of general staff and safety specialists alike. This base training can be used across any industry in New Zealand. There are many opportunities for individuals to then move into the dairy process skills or storage and supply fields. There are advanced level qualifications in these areas which recognise that you have both the skills required to specialise in an area plus general skills in communication, first aid etc. These qualifications can be used by employees working in cool stores, warehouses or processing and packaging plants. Career pathways can include working towards senior positions or specialist roles in the dairy and meat industry.
What would I do on an average day?
On-the-job tasks make up 80 percent of the training, supported by correspondence theory and a practical assessment course.

What skills do I need?
It is strongly recommended that you have achieved at least NCEA Level 1, C grade or better, in any three School Certificate subjects, with preference for English, mathematics, science, technical drawing and engineering shop work.

What can I achieve?
The National Certificate in Drainlaying Level 3.

How much will it cost?
The course costs $1,250.

How much could I earn?
This depends on your contract with your employer. The ITO does not determine wage levels. However, the starting wage for a first year apprentice could be around $23,000 per year. Once you have qualified you could earn $20–$25 per hour.

How long will it take me?
About two years, which on average equates to 4,000 hours.

My career
Job satisfaction among drainlayers is high, with many going on to own their own business, entering plumbing or gasfitting professions, or teaching the trade.
What would I do on an average day?

Apprentice training involves a mix of practical hands-on learning and formal academic study. This learning takes place ‘on-the-job’ as you carry out normal, everyday tasks in the workplace alongside your qualified workmates, and ‘off-the-job’ as you attend night school, block courses or learn through correspondence.

What skills do I need?
There are no hard and fast rules but a reasonable level of english, maths, science or physics helps, as does a willingness to learn.

How much will it cost?
There is an annual registration fee that is paid directly to the Electrotechnology ITO (ETITO), and ETITO provides subsidies towards the cost of off-the-job training.

How much could I earn?
Apprenticeships enable you to earn as you learn as your employer pays you a wage while you’re training (the rate of pay will depend on your agreement with the employer). Your future earnings will depend on your experience.

How long will it take me?
Electrotechnology apprenticeships take between three and four years to complete.

My career
You could find yourself working anywhere from airports, oil rigs, homes and office buildings to ski fields and movie sets. Wherever there’s electricity, there’s work for you.

Contact ETITO
Call: [09] 525 2590
www.etito.co.nz
www.switchedoncareers.co.nz

What electrotechnology apprenticeships are available?

- Electrical Apprenticeship
- Electrical Appliance Servicing Apprenticeship
- Industrial Measurement & Control (IMC) Apprenticeship
- Switchgear Fitting Apprenticeship
- Electric Motor Rewinding Apprenticeship
- Electronic Engineering Apprenticeship
- Electronic Security Technician Apprenticeship
- Telecommunications Apprenticeship
What would I do on an average day?
You could be working in homes and building sites, selling flooring, to sorting flooring products in the warehouse.

What skills do I need?
Basic reading, writing and maths skills are required. A driver’s licence is a must as you mostly work off-site.

What can I achieve?
You can work towards a National Certificate in Flooring Level 4 in various strands: Substrate Preparation, Carpet, Resilient (Vinyl) and Wood Flooring Installation, Fine Sanding and Finishes and Flooring Planning and Design.

How much will it cost?
Flooring apprenticeships are one of the cheapest training options available as you ‘earn while you learn’. The result is a great qualification with awesome earning potential and no student loan. Course fees vary depending on the strands and training you undertake. Please contact the Flooring ITO for more information.

How much could I earn?
Floor covering installers usually earn minimum wages when starting out, which will vary between companies and regions, and these will increase depending on your ability and skill level. Established floor covering installers can earn up to $65,000, and those running their own businesses can earn between $80,000–$100,000.

How long will it take me?
Your apprenticeship could take anywhere between eighteen months and three-and-a-half years.

My career
A qualification in flooring leads to many opportunities such as owning your own business or opportunities in retail/selling. Your qualification is also internationally recognised.

Contact the NZ Flooring ITO
Call: 0800 777 055
Email: nzfto@ihug.co.nz
What would I do on an average day?
Cutting, colouring, styling, analysing hair and scalps for treatments, weighing and mixing colour, and providing excellent customer service.

What skills do I need?
Communication skills and the ability to work and interact with a variety of people from different backgrounds/cultures. Creativity, imagination, having the will to learn, as well as being flexible and reliable are important.

What can I achieve?
Apprentices can receive the National Certificate in Barbering or the National Certificate in Hairdressing with strands in Hairdressing and Barbering. Higher qualifications also exist.

How much will it cost?
The Hairdressing ITO pays 75 percent of all training. Apprenticeship sign-up fees vary depending on which programme of study is taken.

Hairdressing apprenticeship sign-up fee: $315
Barbering apprenticeship sign-up fee: $260
Additional fees for assessments and credits are spread over the period of your training.

How much could I earn?
This depends on your contract with your employer but hairdressers/barbers usually earn between $19,000 (first-year apprentice wages) and $60,000+ per year depending on your client base.

How long will it take me?
The apprenticeship usually takes four years for hairdressing and three years for barbering.

My career
Once qualified, you can work in a salon and go on to manage your own business. You can also work as a technician at a product company or become involved with hairdressing in film, TV, theatre or photography. New Zealand hairdressing qualifications are internationally recognised.

Contact the Hairdressing ITO (HITO)
Call: [04] 499 1180
Email: enquiries@hito.org.nz

www.hito.org.nz
What would I do on an average day?
On-the-job training, working alongside supervisors and others in the business to learn and practise skills.

What skills do I need?
Literacy, numeracy and a passion for hospitality.

What can I achieve?
You can work towards two National Certificates at Levels 3 and 4 in Cookery or Food and Beverage Service.

How much will it cost?
The course costs $1,000 per year ($3,000 in total).

How much could I earn?
Wages are negotiated directly between the employer and trainee.

How long will it take me?
Three years.

My career
Hospitality is one of the fastest growing areas of our economy, with over 6,500 businesses in New Zealand employing over 100,000 staff. A career in hospitality can take you as far as you want to take it — from across town to around the world! From kitchen-hand to owning your own hotel!

Lorna’s decision to enter into a trade was made with her family in mind.

“I am the first in my family to finish high school, get a stable job and continue with further education,” Samoan-born Lorna says.

Though she originally wanted to work in travel and tourism, she discovered that hospitality offered more opportunity for travel and work. “An apprenticeship is a good option for people who find it hard to work in a classroom but want to get a higher education,” she says.

“I enjoy ‘hands-on’ work and seeing how theory translates to practical, and an apprenticeship programme provides the opportunity to learn at work.”

“The tutors are easily contacted for encouragement and provide constant feedback, and the best thing about being an apprentice is learning at your own pace and in a real life environment.”

And one of the best things Lorna has learnt on the course: “There is life outside South Auckland!”

Lorna’s advice to other Pacific youth interested in the scheme is to “prepare for the future, today!”

Contact HSI
Call: 0800 ASK 4 HSI [0800 275 4474]
Text: ‘Career’ to 963

www.hsi.co.nz
What would I do on an average day?
This depends on the sector you are in, but may include operating machinery and equipment and working outdoors.

What skills do I need?
You’ll need a full clean driver’s licence, and be employed in the infrastructure industry.

What can I achieve?
Programmes include Civil Plant Operation, Civil Construction, Pavement Surfacing, Agricultural Contracting, Roadmarking and Pipelaying.

How much will it cost?
Your training is paid for by the Government and your employer. You’ll earn while you learn.

How much could I earn?
Earnings depend on the qualifications you gain and the sector you’re in.

How long will it take me?
The apprenticeships usually take between two and three years depending on the sector.

My career
A Modern Apprenticeship can lead to a career as a site foreman, supervisor, site manager or project manager in various sectors of the industry. There are lots of opportunities in infrastructure.
Beethoven was never a fan of text books but always wanted to work in automotives. "I've always liked cars and like pulling them apart and fixing them. My bosses suggested the scheme to me after my six month trial. They saw the potential in me," he says.

"The visual aspects of my work help me a great deal in understanding my text books as there is a lot of theory involved in this trade."

"I believe Samoans have good work ethics. We are hard working and have a stubbornness about succeeding. Being Pacific and working with other Pacific people has been a great help as we always have a way of working together and helping each other out," he says.

"On top of ALL of this I get to handle high performance, high-end luxury cars that I thought I'd only ever be able to see in magazines!!!"

"I'm now able to work towards attaining a ‘global qualification’ that I probably never would have had the opportunity to do."

What would I do on an average day?
This depends on which career you’re working in, such as automotive technician, industrial textile fabricator, administrator, manager, or in a sales and service role.

What skills do I need?
You’ll need to find a job in the industry first. While there aren’t any restrictions or pre-requisites, you can complete the StartUp® programme (while still at school) which includes theory and practical components, or a pre-apprenticeship course such as the National Certificate in Motor Industry (Entry Skills) Level 2 which has strands in Automotive Electrical and Mechanical, and Collision Repair.
Before he left school Ali (of Cook Island Māori and Japanese descent), knew he wanted to work in the motor industry. He got a job in a workshop with the plan to do an apprenticeship, and convinced his parents to let him leave school. He’s about to complete his National Certificate in Automotive Engineering. “I knew a trade would be something I could always fall back on. So after helping out my neighbour, who owned his own automotive business, I could see the opportunities for me in the motor industry,” Ali says.

Ali had no trouble with the practical side of the apprenticeship; it was the theory that was a bit more of a challenge. “I just had to work through it... if I got stuck, my CSM (MITO Customer Services Manager) could give me advice on where to go for help.”

Ali sees his apprenticeship as a starting point for a future in management – and with his positive attitude, he’ll surely get there. Ali plans to continue working in the motor industry, but he wants to move off the workshop floor and into a service reception or service management role.

**What can I achieve?**
You can work towards Level 3 and 4 National Certificates in a variety of specialty areas before moving on to higher level technical or business qualifications.

**How much will it cost?**
A one-off fee of $25 for NZQA, and an annual fee of $858.75 (2008 fees) which may be paid by your employer; if your employer has a ‘registered Motor ITO workplace assessor’ on staff you may receive a discount.

**How much could I earn?**
Pay rates vary between employers, and you will generally start on an hourly rate that will increase as you progress through your apprenticeship.

**How long will it take me?**
The apprenticeship usually takes around three years to complete.

**My career**
Once you complete your apprenticeship, MITO can help you with advanced technical and business management qualifications.

**More info**

**Contact MITO**
Call: 0800 882 121
Email: info@mito.org.nz
Text MITO to 5667 with your name and address for more information.

www.mito.org.nz
What would I do on an average day?
Practical work makes up 90 percent of the training; the remaining 10 percent is made up of assessment
courses at polytechnics.

What skills do I need?
You must have completed at least three years’ secondary school education.

What can I achieve?
A National Certificate in Painting. You can also extend this to include strands in Wallcoverings, Spray
Techniques and Specialised or Industrial Coatings.

How much will it cost?
There is a one-off startup cost of around $330 (which includes the cost of the Training Record Book)
and each year a block course of two weeks at your nearest polytechnic will cost around $300–$400.
Strand courses such as Spray Techniques etc. are cheaper as they don’t run for so long and are generally
around $300.

How much could I earn?
This depends on your contract with your employer. A qualified painter/decorator can earn up to
$25 per hour, depending on area/work climate etc. Hours worked are between 40–45 hours
per week.

How long will it take me?
Two-and-a-half years (5,000 hours) to complete the basic painting qualification with additional hours
if you choose extra strands.

My career
Holders of the National Certificate in Painting will be able to work with a trade level of knowledge for
painting, and go on to specialise in a variety of techniques.
What would I do on an average day?
On-the-job tasks make up 80 percent of the training, supported by distance learning assignments and block courses.

What skills do I need?
It is strongly recommended that you have achieved at least NCEA Level 1, C grade or better in any three School Certificate subjects, with preference for English, mathematics, science, technical drawing and engineering shopwork, or successful completion of an approved pre-trade training programme in plumbing and gasfitting run by an accredited training provider.

What can I achieve?
The National Certificate in Plumbing Level 4 or the National Certificate in Gasfitting Level 4.

How much will it cost?
The course costs $6,000.

How much could I earn?
This depends on your contract with your employer. The ITO does not determine wage levels. However, the starting wage for a first year apprentice in NZ could be around $23,000 per year, and qualified plumbers and gasfitters average $45,000 to $75,000 per year.

How long will it take me?
The certificate usually takes three-and-a-half to four years, which on average equates to 8,000 hours.

My career
An apprenticeship in plumbing and gasfitting introduces you to a great career in an industry that is in constant demand and can lead to Craftsmen level and running your own business. It also teaches you skills that are transferrable throughout the world.
What would I do on an average day?
Turf management is more than just looking after grass! Hands-on turf care through to management of staff and resources. Apprentices can extend into research, consultancy, sales or sports administration.

What skills do I need?
There are no pre-requisites, although Level 2 maths and english is an advantage.

What can I achieve?
You can work towards a National Certificate in Sports Turf Level 4.

Junior has always liked playing golf and knew he wanted to do something in sport. “I used to play sometimes at the Akarana Golf Club and one day I got offered a job there. After being there for a bit, my superintendent told me about the Modern Apprenticeship scheme,” Fijian-born Junior says.

“It’s pretty easy to do well in something that you enjoy doing... working here allows me to do one of my favourite pastimes and be around a sport I enjoy.”

“My Modern Apprenticeship Co-ordinator is always motivating me and setting timelines to help me get through my programme,” he says.

“It’s a really fun way to learn. It’s really practical and you get to see what you’re learning. It’s good for people that enjoy hands-on learning.”

“I think us Pacific people hold great pride in our work and the things we do. These traits have aided me a great deal in my apprenticeship,” he says.

“On top of all this, I have something to look forward to... completion and being qualified!”
How much will it cost?
The course usually takes three years and is broken into three stages (years) with the following GST inclusive costs:

Stage one: $535
Stage two: $535
Stage three: $535

How much could I earn?
Apprentice salaries begin at around $25,000 per annum, and eventually turf managers have the potential to earn over $100,000 per annum.

How long will it take me?
The certificate usually takes up to three years to complete and is delivered through workplace based training, giving you vital practical experience.

My career
Employment opportunities include:

- Golf course superintendent
- Cricket pitch curator
- Bowls greenkeeper
- Turf manager for a Council
- Turf management contractor
- School groundsperson
- Race course manager (NB: specialised training for race course managers is available through the Equine Industry Training Organisation).

Tony has been playing golf since he was 12 years old.

Tony completed an apprenticeship Trades Certificate in Horticulture, a Trades Certificate in Greenkeeping and a Bachelors Degree in Turf Management.

“In an apprenticeship you get to really understand what you’re learning. The study/theory and the practical go hand-in-hand,” he explains.

“I’ve been a superintendent for more than 15 years now, my management skills have expanded ten-fold, and I’ve travelled extensively,” he says.

“Being Samoan (and the first Samoan superintendent) has definitely made my experience in this trade different and exciting. Pacific people would really suit this role... it’s a leader’s role!” he says.

“I’m 46 and the world is still my oyster! I’ve still got places to go and new things to learn,” he says.

Contact NZSTITO (NZ Sports Turf ITO)
Call: [06] 356 8090
Email: turftraining@nzstito.org.nz

www.nzstito.org.nz
What would I do on an average day?
A diverse range of jobs are available in the State Sector including business administration, first-line management, conservation, computing, revenue law, customer service and contact centre operations.

What skills do I need?
There are no pre-requisites.

What can I achieve?
You can work towards NZQA Certificates and Diplomas in a range of areas. The most common qualifications are the National Certificate in Business Administration and the National Certificate in Public Sector Services (Client/Customer Service) and there are plenty more to choose from.

How much will it cost?
Learning and assessment is free to all Modern Apprentices. All costs will be paid by your State Sector employer.

How much could I earn?
It varies depending on the type of State Sector role you are in.

How long will it take me?
A Modern Apprenticeship in the State Sector takes between eighteen months and three years.

My career
Once you’re qualified, you will have the skills and knowledge required to be successful in your chosen field in the State Sector. There are other qualifications that you can undertake upon completion of your apprenticeship.
What would I do on an average day?
Tasks include providing support, information and resources to young people, planning and delivering programmes/events/activities, training and supporting volunteers and other staff, writing reports and preparing applications for funding.

What skills do I need?
Maths, english, physical education, IT, along with people and organisational skills, problem solving and knowledge of youth issues.

What can I achieve?
You can work towards National Youth Work qualifications or other Youth Work qualifications that are available through a variety of providers.

How much will it cost?
Doing the Youth Work qualifications through the ITO costs $112.50 to sign-up then $5 per credit.

How much could I earn?
Most youth workers earn between $20,000 and $38,000 per year, while managers and those who work for the Government or Local Government may earn more than this.

How long will it take me?
You can move at your own pace, however most people complete the National Diploma in Youth Work in about twenty-nine months.

My career
Once qualified, youth workers can move into social work, counselling or teaching, or they may become training supervisors of youth workers.

Tai read about the programme offered by Te Kaiāwhina Ahumahi, the Social Services ITO.

“The course worked with my timeframes and the business of my life so I decided to do the programme,” he says.

“On-the-job experience helped greatly in my study. Building networks and partnerships really helps, you’re pretty much set in terms of key contacts when you finish training.”

“I’m doing what I’m passionate about, and I’m being trained and paid to do it. That’s a bonus,” he says.

“Being Pacific, we bring in a whole new perspective and work approach that is so needed in the line of work I do. I have been given autonomy and the freedom to do things the ‘Pacific way’ because it works and we need to realise that being Pacific is an added bonus to what we do.”

“Don’t wait until it’s too late. Find an apprenticeship that you will enjoy and are passionate about and go for it!”

Contact the Social Services ITO –
Te Kaiāwhina Ahumahi:
Phone: 0800 558 558
Email: info@tkaito.co.nz

www.socialservices.org.nz
When Manu finished secondary school he knew that he wanted to do something practical.

His father encouraged him to try an apprenticeship, so he enrolled in the Core Mechanical Engineering Trades Skills (now called the Certificate in Applied Mechanical Engineering) Pre-trade course at WelTec.

“It was an excellent course — I’ve always been good with my hands but I’d never considered engineering,” says Papua New Guinea-born Manu.

“I was learning new skills and it was exactly what I wanted to do. Having tutors that had been in trades was invaluable — they knew the industry really well.”

Manu’s qualification prepared him well for the industry; he even received help from his Modern Apprenticeship Co-ordinator to get a job.

Manu landed a job straight out of study as a Mechanical Workshop Technician at Victoria University, where he’s responsible for building and maintaining scientific equipment.

There’s a significant skills shortage and not enough Pacific people in the industry. “I can’t believe more people don’t get into the trades,” he says.

“It’s so easy to start a career in the trades and there is so much work out there.”
www.modern-apprenticeships.govt.nz

0800 4 APPRENTICE [0800 427 773]