

CAPABILITY STATEMENT



**Metal & Engineering Skills Centre
at
Ultimo College of TAFE NSW Sydney Institute**

The Metal & Engineering Skills Centre at TAFE NSW Ultimo College delivers nationally recognised qualifications based on the endorsed standards of the Metal and Engineering Training Package and related apprenticeships and traineeships in the Engineering Trade – Mechanical and Engineering Trade – Fabrication occupations. Post trade training is also offered using qualifications from the Metal and Engineering Training Package.

It has been recognised by the Institute for Trade Skills Excellence as one of Australia's premier providers and awarded **Two Gold Stars** under the Institute's Star Rating Scheme. Its strengths under the Scheme's three criteria are summarised below.

1. Training and assessment which focuses on enterprise and learner needs

- *There is use of business diagnostics, training needs analysis, employer and student surveys and audit processes to ensure awareness of current industry needs and to monitor performance against targets.*
- *Each employer is sent a draft training plan for their apprentice or trainee and invited to discuss the plan with trainers including any desired changes to timetable and electives*
- *Customisation of delivery and content is available subject to the Training Package qualification guidelines*
- *Specialist commercial training services are also available*
- *Each student at enrolment is invited to indicate where they may already have relevant skills and to apply for Recognition of Prior Learning*
- *Support materials and customised training resources are supplied to students and employers including signoff sheets, work instructions and competency assessment tasks to support learning outcomes, and workplace check off sheets to record when various tasks are completed.*

2. Excellent trainers and assessors, and contemporary equipment

- *Professional development of trainers is undertaken to ensure currency of skills, activities include an individual learning plan for each staff member*
- *Equipment and resources are current and well maintained. Sponsorship arrangements exist with suppliers and industry makes significant donations of equipment and consumables*

- *Specialist facilities exist for training in computer aided manufacturing, computer numeric control, fluid power, toolmaking, advanced maintenance, metal fabrication, welding and blacksmithing.*

3. Support to enable enterprises and learners get the most out of the apprenticeship/ traineeship

- *All employers of apprentices and trainees are contacted during the year by trainers to ensure that they are fully informed of progress and that there are no issues that need to be addressed.*
- *A trial employer portal is being used to enable employers to log in and view apprentice and trainee results and timetables*
- *Liaison days and forums are held for prospective and current students to showcase training services and to inform improvement plans*
- *Extensive support facilities are available for students with learning or language difficulties, students with disabilities and students who have other special needs. A large library and an extensive computer facilities area are also available for students*
- *Close relationships are maintained with local Australian Apprenticeship Centres to ensure employers receive a seamless and professional service from recruitment through to the apprentice/ trainee's completion of study.*

**For more information about the Metal & Engineering Skills Centre at TAFE NSW Ultimo College
visit the RTO's website at www.sit.nsw.edu.au
or contact the Assistant Director Educational Programs on 02 9217 3737**

*This evaluation was carried out under the management of the Institute's **Metals and Engineering Industry Reference Group**, by an evaluation team comprised of accredited evaluators and industry experts.*

The **Institute for Trade Skills Excellence** is an initiative of Australian industry and Government established to promote the trades and recognise those registered training organisations (RTOs) truly focused on industry's needs and achieving excellent results.

How does it work? ... Under the **Star Rating Scheme**, individual faculties or schools within RTOs are evaluated by the Institute using industry experts and industry designed criteria. Those considered excellent are awarded one gold star, two gold stars or three gold stars by the Institute. The Institute issues a **Capability Statement** for each RTO which it publishes to explain the school or faculty's strengths and the level of service an employer can expect to receive.

Quite simply, where RTOs are doing great things, the Institute wants to ensure industry knows about it, and so an employer looking to select an RTO for their apprentice or trainee, can make an informed choice.