

Attention: Workplace Supervisor

Senior high school students attend a business for a week to gain practical experience, skills and knowledge about the industry.

They learn to communicate with the staff and supervisors. Employers offer students a range of industry activities that suit their resources and their business.

Benefits for Business

You can:

- Raise your profile within the community
- Access potential part-time & full-time employees
- Develop training programs and supervisory skills
- Participate in special events and receive media coverage

• • • Below are tasks that your workplacement student may be able to do in the workplace. They are designed to assist you with planning your student's workplace learning.

- ♦ Observe OH&S procedures followed on site.
- ♦ Use a level to do your own level checks in a variety of site locations.
- ♦ Clean the site and equipment including bricks and removing formwork under supervision.
- ♦ Stack, store and create an inventory of materials.
- ♦ Locate and identify key features on the site plans as well as from sectional details and elevations. Find those features on site.
- ♦ Carry out steelfixing, concreting to simple forms, repair pavements and remove site fencing.
- ♦ Prepare the construction process for wall and floor tiling, solid plastering, drywall plastering and brick / block laying.
- ♦ Perform basic carpentry, demolition, steelwork and painting.
- ♦ Maintain and store tools not in use with consideration to safety factors.
- ♦ Mix mud for brickies and labour for other trades on site, given suitable supervision.
- ♦ Count the bricks used on a job then calculate the cost of bricklayers.
- ♦ Produce a flowchart of the current job and its tool requirements.
- ♦ List all the trades involved on the job and their responsibilities.
- ♦ Observe and explain / use the levering devices used on site.
- ♦ Where possible, observe the quotation process and the estimating procedure.
- ♦ What are the difference between contractors and sub-contractors? Give examples from the site.