

Position Title: Apprentice Light Vehicle Mechanic

POSITION OVERVIEW:

The purpose of an apprenticeship is to provide the individual with the opportunity to develop skills and knowledge in a particular trade through completing on the job training with a host employer and completing an approved course of formal training through a registered training provider such as TAFE.

As an Apprentice Light Vehicle Mechanic you will service and repair the mechanical parts of motor vehicles such as engines, transmissions (clutch, gear box and differential) and suspension systems.

CORE REQUIREMENTS

To fulfill the training requirements of an Apprenticeship or Traineeship you will;

- Abide by terms and conditions of the Training Contract
- Commit to and complete the RTO endorsed training plan in the time allocated
- Enroll and attend vocational training; complete theory based assessments and demonstrate skills through competency based assessments to the best of your ability
- Comply with legislation relevant to your trade, in particular the Apprenticeship & Traineeship Act and the Work Health & Safety Act
- Complete GTES induction and take WH&S test prior to commencing work

EXPERIENCE AND TRAINING

Essential Criteria:

- A willingness to develop skills and knowledge in this trade
- The ability to listen and follow instructions and ask for help when necessary

- The desire to make a positive contribution to the Host Employers workplace by being punctual, interested and adhering to workplace policies and procedures
- Act responsibly and safely in the workplace
- Develop an effective working relationship with your Field Officer through regular communication and participation in field visits
- Fill in timesheets correctly and on time

Desirable:

- Understanding of apprenticeship and traineeships
- Work experience in chosen trade

LINE MANAGEMENT AND REPORTING RELATIONSHIPS

An Apprentice is employed by GTES and has regular communication with GTES through their Field Officer. In the workplace the Apprentice reports to the Host Employer or supervisor appointed by the Host Employer. An Apprentice must develop effective working relationships with:

- GTES Field Officer
- Host Employer
- Colleagues in the workplace
- TAFE Teachers
- RTO Assessors

DUTIES AND RESPONSIBILITIES

- Apply safe working practices
- Carry out diagnostic procedures
- Implement and monitor environmental regulations in the automotive mechanical industry

- Test, service and charge batteries
- Repair ignition systems
- Service and repair electronic spark ignition engine management systems
- Carry out repairs to single electrical circuits
- Repair cooling systems
- Repair engines and associated engine components
- Repair petrol fuel systems
- Repair and replace emission control systems
- Inspect, service and/or repair clutch assemblies and associated operating system components
- Repair hydraulic braking systems
- Repair final drive assemblies
- Repair final drive (driveline)
- Repair steering systems
- Repair suspension systems
- Inspect and service transmissions (automatic)
- Repair transmissions (manual)
- Install, test and repair low voltage wiring/lighting systems
- Inspect and service emission control systems
- Select and use bearings, seals, gaskets, sealants and adhesives
- Remove and install engine assemblies
- Recondition cylinder heads
- Service diesel fuel injection systems
- Install air conditioning systems
- Service air conditioning systems
- Inspect vehicle systems and determine preferred repair action
- Carry out vehicle safety/roadworthy inspection
- Carry out servicing operations
- Use and maintain workplace tools and equipment
- Weld using gas metal arc welding
- Work effectively with others
- Establish relations with customers

- Organise and complete daily work activities