

## JOB DESCRIPTION

### Trainer and assessor – Building & construction

#### Reports to

Head of Teaching

#### Position overview

The Building & Construction Trainer and Assessor delivers high-quality training and assessment for CPC40120 Certificate IV in Building and Construction and CPC50220 Diploma of Building and Construction (Building). This role is critical in equipping learners with the technical knowledge and practical skills required to excel in the building and construction industry, focusing on project management, site safety, and compliance with Australian building standards.

#### Key responsibilities

##### *Training delivery*

- Deliver structured training sessions on topics such as construction project planning, estimating, site management, and WHS compliance.
- Facilitate practical training and workshops using industry-standard tools and techniques.
- Teach regulatory requirements, including the National Construction Code (NCC) and Australian Standards.
- Adapt training delivery methods to suit diverse learner cohorts, including apprentices, mature-aged learners, and international students.

##### *Assessment*

- Develop, implement, and validate assessment tools aligned with training package requirements.
- Conduct workplace assessments, including site observations and project reviews.
- Provide constructive feedback to learners to support their development and

competency.

#### *Compliance and administration*

- Maintain compliance with all documentation requirements, including attendance records, assessment outcomes, and learner feedback.
- Participate in validation and moderation processes to ensure assessment consistency and quality.
- Adhere to WHS and hygiene standards within training environments.

#### *Learner support*

- Identify and address individual learning needs through tailored support strategies.
- Mentor and motivate learners to achieve their personal and professional goals.
- Support learners with LLN needs or additional learning barriers, ensuring accessibility and equity in training delivery.

#### *Professional development*

- Maintain currency in building and construction industry practices and regulations.
- Engage in professional development to meet the requirements of the Standards for RTOs 2015.

### **Selection criteria**

#### *Qualifications*

- Certificate IV in Training and Assessment (TAE40122 or TAE40116, including TAE LLN411 and TAE ASS502).
- Diploma of Building and Construction (or equivalent).

#### *Experience*

- Minimum five years of experience in building and construction, including project management.
- Familiarity with WHS regulations and Australian building codes.

### *Skills and attributes*

- Excellent communication skills to engage learners effectively.
- Strong problem-solving and critical-thinking abilities.
- Proficiency with digital tools for training and assessment, including LMS platforms.

### *Compliance requirements*

- Current Working with Children Check.
- National Police Clearance (obtained within the past 12 months).
- Valid driver's licence and access to reliable transport.

### **Work environment**

Training delivery may occur in classroom settings, online environments, and industry worksites.