# **MBA Group Training**

### **Recruitment Process**



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#### How to apply

- Complete an application form
- Email application form, resume and passport photo to reception@mba.org.au

#### Tips for applying

- Complete all sections of the form
- Attach a copy of any academic courses or qualifications

Remember a job application is the first impression an employer has of you!

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#### **Interview Stage**

Be prepared for your MBA Group Training Interview!

- Research the trade you are interested in
- Punctuality matters
- Prepare for common interview questions
- Be ready to ask some questions of your own

#### **Pre-Employment Assessment**

At the time of interview, you will be required to complete an MBA Pre-Employment Assessment which consists of:

- Basic numeracy
- Basic reading
- Basic writing
- Basic comprehension

This assessment is to gauge your basic literacy, language and numeracy skills.

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## **Employment with MBA Group Training**

If you are successful during interview stage and are offered a position with MBA Group Training, you will be required to complete a letter of offer and return via email or in person.

Successful applicants will be contacted within 7 days of their interview.



**RTO NO. 88163** 

### Start your building and construction career with an MBA apprenticeship

Join Canberra's leading industry association, Master Builders ACT.

Employment is offered in:



Plumbing

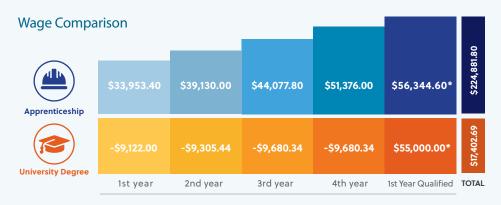
**DZHELF** 

Civil Construction

An MBA apprenticeship gives you the opportunity to experience all aspects of the building trade from, commercial to residential and sub-contractor work, via our wide network of host employers.







Based on a 4 year, full-time apprenticeship.

#### Benefits of training with MBA:

- Quality carpentry training through purpose-built training facilities
- Qualified trainers who are up to date with the latest industry methods and practices
- Ongoing WHS training and support throughout your apprenticeship
- No cost to you for training fees, uniform and personal protective equipment (PPE)
- Wellbeing support from OzHelp

## Successful MBA apprentices:

Like working with their hands

Are eager to listen and learn

Are committed to both training and work site experience



Are motivated/hungry

Have a mature outlook

Like working both indoors and outdoors

Have their own transport







