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CADETSHIPS FOR PART-TIME STUDY IN CIVIL ENGINEERING

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What is the Cadetship?

An engineering cadetship with Local Government Engineering Services Pty Ltd is an opportunity to embark on a career in civil engineering. The cadetship combines study and industrial training in a structured and supportive environment.

The cadet is required to enrol in and complete a course of study that is approved by the employer. The employer pays the tuition fees, and the cadet is bonded by an agreement to work for the employer for a pre-determined period of time after graduation.

Generally, the cadetship will involve part-time or external study. However, cadetships may be offered for full-time study or a combination of full-time and part-time study. This particular document sets out the rules for a part-time cadetship.

A part-time cadet will be employed by Local Government Engineering Services Pty Ltd on trainee wages until graduation. The cadet is assured of obtaining valuable experience on a wide variety of interesting projects. During the cadetship, a cadet will receive time off on full pay for study, and free tutoring by experienced and qualified civil engineers.

On completion of the approved course of study, the cadet may be offered a full-time position appropriate to his qualifications.

Who is eligible?

- ✓ Students who have completed the Higher School Certificate, and have been accepted for entry to an approved course of study.
- ✓ Students who have already completed one or more years of an approved course of study.
- ✓ Existing employees of Local Government Engineering Services Pty Ltd.

Study requirements

The cadet is required to enrol in and complete an approved course of study.

An “approved course of study” means a degree, diploma or other suitable qualification from a university, college or school that is approved by the employer. This may for example be an Associate Degree in Engineering from the University of Southern Queensland, or a Bachelor of Engineering from the University of Newcastle. Or other suitable courses may be approved by the employer.

~~Full time cadets are required to attend the university or college as a full time student during the academic year. A sustenance allowance is paid by the employer to full time cadets while attending university—see details in the following pages.~~

Part-time cadets are required to study in their own time at home or at the LEGS office after normal working hours. Use of the LEGS office for study and as an approved examination centre is encouraged by the employer. Part-time cadets will receive regular special study leave and tuition time from staff engineers. The study leave is to be taken during normal working hours at the LEGS office.

Work requirements

Part-time cadets are required to work full-time at Local Government Engineering Services Pty Ltd for the duration of the cadetship. Conditions of employment are in accordance with the Draughting Employees,

Planners, Technical Employees, &c. (State) Award. But wages are in accordance with the Local Government Engineering Services Pty Ltd Salary Scale (which is a higher scale of wages than the Award).

~~Full time cadets are required to work at least twelve weeks per year at Local Government Engineering Services Pty Ltd during the university vacations. Wages and conditions of employment during the university vacations are described in the following pages.~~

Wages and allowances

Part-time cadets will be paid the following weekly gross wages:-

Year of Cadetship	Salary scale (see note 1 below)	Current weekly rate as at 1 Nov 2008 (see note 2 below)
1	T4	\$568.10
2	T5	\$639.20
3	T6	\$684.00
4	T7	\$714.00

Notes:-

1. The Local Government Engineering Services Pty Ltd Salary Scale is directly linked to the award rates specified by law in the NSW Local Government Award.
2. Weekly rates quoted here were correct as of 1 Nov 2007. Actual pay rates will be in accordance with the adopted salary scale as amended by regulations and wage cases.

Tuition fees

At the beginning of each academic year, the employer will pay the cost of compulsory tuition fees, including HECS. Please note that this does not include Books, Guild, Student Union or Faculty fees.

If the cadet fails to pass any enrolled subject, the cadetship may be terminated or continued under other conditions. Where the cadetship is continued, the employer will not pay the tuition fees for the re-enrolled subject.

Employment after qualification

On successful completion of a cadetship, the graduate may be offered a full –time position with Local Government Engineering Services Pty Ltd appropriate to his qualifications. If offered a position, the graduate will be bonded by an agreement to work for Local Government Engineering Services Pty Ltd for a minimum pre-determined period after completion of the cadetship. Refer to Section 8 Bond Conditions.

Conditions of cadetship

Probationary period

The first six months of your employment will be a probationary period, during which time your performance both at work and at study will be closely monitored. At the end of the six months, the employer will carry out a formal staff appraisal and performance review. If you are assessed as satisfactory and meeting all requirements, the terms of the cadetship will be confirmed

Ordinary hours of work

Monday to Friday

8.00am to 4.36pm

Lunch from 12.00 noon to 1.00 pm, or as agreed with your supervisor

38 hours per week.

Overtime

In accordance with the Draughting Employees, Planners, Technical Employees, &c. (State) Award, overtime when approved by your supervisor, shall be paid at a rate of time and a half for the first three hours and double time thereafter.

Annual Leave

In accordance with the Draughting Employees, Planners, Technical Employees, &c. (State) Award, the cadet shall be entitled to four weeks leave on full pay after each period of 12 months service.

Study Leave

A cadet shall be entitled to study leave of one day per week at full pay during each academic year up to a maximum of 36 days per year. Study time may include time off for residential schools, or exams. Regular study days will normally be taken at the LEGS office under supervision. Arrangements for study time will be subject to approval by the cadet's supervisor.

Termination

If a cadet fails to pass prescribed subjects in any one year or is reported to be making unsatisfactory progress, the cadetship may be terminated or continued under other conditions.

Bond conditions

The cadet will be required to enter into an agreement with Local Government Engineering Services Pty Ltd to serve for the period of the cadetship and for a minimum additional period of service following completion of the cadetship.

The minimum period of service will depend on the duration of the cadetship:-

Duration of cadetship	Minimum period of service
Up to four years	2 years
Five to six years	3 years
More than six years	4 years

Once signed, the agreement is a legally binding contract. If you decide to break the agreement, you will be required to repay all tuition fees paid to you by the employer.

Selection criteria

Cadets are selected on merit and interviewed by a selection committee. Assessment of applicants will include the following criteria:-

- Academic results
- Aptitude, and
- Personal qualities

How to apply

Submit a written application to the address provided in the advertisement.

The application must be received before the closing date and time.

Provide details including:-

- Name, address, phone number, and email or fax if you have one.
- Details of school or other academic results
- Previous and current employment details if applicable
- Copies of references and/or names, addresses and phone numbers of at least two referees