



# TFIA Business Services

Nationally Registered Training Provider No. 4132



**TFIA Business Services Pty Ltd** (a nationally recognised Registered Training Organisation) delivers the LMF31208 Certificate III in Flooring Technology as an apprenticeship course on-the-job. This training is delivered with Victorian and Commonwealth Government funding. Eligibility criteria for subsidised training are listed below.

## Employers!

We are offering you the opportunity to employ and train an apprentice in the LMF31208 *Certificate III in Floor Technology* nationally accredited course. Training is provided on-the-job.

Apprenticeship training in the Flooring sector has been a major contribution of TFIA Business Services since early 2000 to the Flooring Industry in Victoria. TFIA Business Services have been offering on-the-job competency based training since it started delivering this qualification in 2000 and this has been a great success with both employers and apprentices.

TFIA Business Services is proud to state that since 2000 over 350 accredited qualifications have been issued in the floor covering training program in all sectors - carpet, vinyl and timber.



## Awards won by TFIA Business Services:

- Finalist in the 2007 Victorian Training Awards (ACPET Training Initiative of the Year Award) for "Development of Skills Shortage Training Initiative"
- 2007 AITD National Award for the "Flooring Industry Training Initiative" for Learning and Development
- Apprentices have consistently won the 2009, 2010, 2011 and 2012 Victorian Furnishing Industry Training Awards in Carpet, Vinyl and Timber Installation

The qualification being offered is Competency based and is delivered on-the-job. Competency based training is an approach to learning where emphasis is placed on what a learner can do in the workplace as a result of their training. Learners who have successfully achieved competency will have the skills and knowledge they need to complete workplace activities in a range of different situations and environments, to an industry standard of performance that is expected in the workplace.

The apprentice trains with his employer on-the-job and assessment for competency achieved is conducted by TFIA during our face-to-face visits. A pre-training review with the Employer/Workplace Supervisor is conducted to discuss the course and the delivery and assessment strategy. The training plan is then designed to ensure the course is delivered to meet the needs of the employer and the apprentice. Off the job learning time should be allocated three hours per week for the apprentice to complete theory.

**Employers** - Contact your local Apprenticeship Centre now to register an apprentice and the incentives available to you!

## For further information contact us at:

TFIA Business Services Pty Ltd  
Unit 16, 23-25 Gipps Street  
Collingwood VIC 3066

Phone: +61 3 8680 9400 Fax: +61 3 8680 9499  
Email: [training@tfia.com.au](mailto:training@tfia.com.au) Web: [www.tfia.com.au](http://www.tfia.com.au)

## Apprentices!

We are offering you the opportunity to work and train as an apprentice in the LMF31208 *Certificate III in Floor Technology* nationally accredited course. Training is provided on-the-job.



To achieve competency in the *LMF31208 Certificate III in Floor Technology*, a minimum of 25 units (11 core and 14 electives) must be completed. The qualification reflects vocational outcomes for those performing flooring job roles including safe handling of materials in a defined range of skilled operations, usually within a range of broader related activities involving known routines, methods and procedures, where some discretion and judgment is required in the selection of equipment, services or contingency measure and within known time constraints.

## In 2012 you are eligible for a government-subsidised training place if you meet one of the following citizen/residency statuses:

- Australian citizen
- Australian Permanent Resident (holder of a permanent visa)
- holder of a Special Category Visa (sub-class 444, New Zealand citizen)
- holder of a Temporary Protection Visa

## And are any of the following:

- under 20 years of age
- undertaking a Foundation Skills course
- undertaking an apprenticeship
- 20 years and older and 'up skilling' by undertaking a course at a higher level than your existing qualification
- From 1 July 2012, Victorians of any age whose existing highest qualification is VCE or VCAL will be eligible for a government-subsidised training place in a qualification at Certificate II or above

## And...

- You haven't begun and are not enrolled to begin two or more other government-subsidised courses in 2012. (This means that you can start no more than two government-subsidised courses in this calendar year) but see the note below for Apprenticeship.
- You are not already doing two or more other government-subsidised courses. (This means that you can do no more than two government-subsidised courses at one time).

Eligible full-time Australian Apprentices or trainees can get income support payments. Contact Centrelink or your nearest Australian Apprenticeship Centre to find out more.

**Apprentices** - Contact an employer and register with them as an apprentice!! For further information contact TFIA Business Services.