

Dear Sir/Madam,

My name is [REDACTED]. I was employed by [REDACTED] as an Apprentice Boilermaker on the [REDACTED]. I completed my training as an Engineer in Heavy Metal Fabrication through the [REDACTED] Institute of TAFE [REDACTED] Campus.

I was originally enticed into the Boilermaking Trade by a couple of family members who were already employed within the Metal Industry. They pointed out the different avenues such as Pressure Welding, Drafting, Estimating and Project Management that I could go down during and after I had completed my Apprenticeship.

This inspired me to enrol in Metal Fabrication, Trade Graphics (using AutoCAD) and Graphics (hand drawn) at school when I went into Grade 11. At the end of Year 11 I had achieved a Very High Achievement in both Metal Fabrication and Trade Graphics and a High Achievement for Graphics.

I was offered work placement at the start of Grade 11 which I was very keen to have a go at. I was placed at an engineering firm by the name of [REDACTED] for 1 week. At the end of the week I was asked if I could stay on during the school holidays to work for them. This was an opportunity which I grasped with both hands. I continued to work for [REDACTED] every school holidays until the end of Year 11 when I took up full time employment with them.

During my studies in Metal Fabrication I realised that Specialised Welding was the avenue that I was most interested in getting into. This was due to the fact that it was a process that required a high skill level and that there was a high demand for competent specialised welders. The fact that it was one of the highest paying jobs within the Metal Trade Industry also caught my attention.

### **Criterion 1:**

Once I started my Apprenticeship with [REDACTED] I decided to enrol myself in night welding classes after work to help reduce the time it was going to take me to become eligible to start doing the Certified Welding Courses. By doing so I had completed my first certified welding ticket W4 by the end of my Second Year. Midway through my Third Year I had completed another 2 certified welding tickets W7 and W5. It took me three and a half years of night courses to get to this stage.

By completing these welding tickets I was able to perform specialised welding on a regular basis from the start of the Third Year of my Apprenticeship. Without undertaking the further training at night that I did this would not have been possible until the start of the Fourth Year of my Apprenticeship.

At [REDACTED] there are many different specialty areas such as Heavy Metal Fabrication, Sheetmetal Fabrication, Pipe Fabrication, Drafting and Estimating available. Throughout my Apprenticeship I have been lucky enough to have been given the opportunity to work in all of these specialised areas. By doing so I have been able to share in the skills and knowledge available from the tradesman who

specialise in these areas. This has helped me to broaden my skill base and knowledge of the different areas of Metal Fabrication.

I am currently looking to further my studies by completing a Degree in Mechanical Engineering. Some of the other smaller courses that I am going to undertake include my Welding Inspector's Ticket, Drafting and Scheduling and a Business Management Course. The reason I have chosen this degree and these courses is to help me reach my career goal of being successful owner/manager of an Engineering Firm.

## Criterion 2

One of the largest changes for the better that I have seen in myself throughout the four years of my training at [REDACTED] and the [REDACTED] Institute of TAFE would have to be both my personal and technical skills.

In November [REDACTED] I was asked to work at [REDACTED] to begin the change over from Naphtha Gas to Natural Gases in the Casting House. This involved running all new pipe work from one of the main inlet lines through to the burners. All the new gas pipes had to be welded by a coded welder to minimise the chances of there being any leaks. Some of the pipes welded on site had to be X-rayed. This was because the gas being run at that point was pressurised. It was my job to run some of and weld all the new pipe work being installed. Once we completed the job all the welds were X-rayed and all the new gas lines were hydrostatically tested for leaks. Out of approximately 100 welds not one of them leaked or was found to be faulty. This is a direct result from the off the job training I put myself through at the [REDACTED] Institute of TAFE as well as the on the job training that I had received at [REDACTED]

At [REDACTED] there are a number of computerised machines. Throughout my four years of training I have learnt how to operate such computerised machines as a CNC Profile Cutter, CNC Brake Press, CNC Horizontal Pyramid Roller, STT Mig Welding Machine and a Pulse Mig to name a few. I was also given the opportunity to build on my AutoCAD knowledge by working on the drawing of several projects. I now do the majority of the drafting work for the jobs undertaken at the [REDACTED] branch.

Throughout the four years of my training at [REDACTED] I was constantly put in situations where we would have to come together as a team in order to get jobs completed on time. I was put in these situations from when I started as a First Year Apprentice where I was shown the ropes in how to take on a Leadership Roll within the group and also how to communicate effectively to my fellow workers in order to keep the job running as smooth as possible.

Before too long I found myself starting to take on more of a leadership role to help run some jobs. From about midway through the Third Year of my Apprenticeship my supervisor was starting to rely on me to take control on some of the jobs that required a team effort. Around the start of the Fourth Year of my Apprenticeship I was asked to fill the position as Night Shift Leading Hand. I jumped at the opportunity to gain further leadership skills. It was through this position that I gained many valuable

skills that enabled me to be able to improve the way in which I was able to communicate to the other workers in a way which enabled me to gain their respect and to get them working as efficiently and effectively as possible. Midway through the Fourth Year of my Apprenticeship I was given an opportunity to take another step up and take on the position of Operations Manager / Workshop Supervisor at the newly established [REDACTED] branch [REDACTED]. This was an opportunity that I could not resist.

From the day I started at [REDACTED] right through to me taking on the roll as the Operations Manager / Workshop Supervisor at the [REDACTED] branch one key thing that has been emphasised is the importance of time management. This is shown through the hours allocated and the due by date being listed on all new job sheets. To achieve the goal of producing a high quality job which comes under in hours and is finished by the due by date I quickly learnt that I had to manage not only my time but also that of the others on the job. This process has helped me to manage my time efficiently in order reach the goals I have set myself.

In early March [REDACTED] I was called upon to go out to [REDACTED] to supervise a Shutdown. The shutdown was to change out an Old Acid Waste Water Tank and to replace it with a new tank. The tank was about 5m in diameter and about 4m high. The tank was also under a major platform with only 150mm of high clearance. We were given 18 hours in total to unbolt every thing from it, jack it up and skate the old one out, skate the new tank into position then lower it down and bolt up all the original pipe work and chutes. A schedule was given so that both I along with the night shift supervisor could follow exactly where the project was up to. The shutdown began at the start of my 12 hour shift then carried into the other supervisors shift. We were both given 10 men to supervise in order to get the job done on time. By the end of my 12 hour shift we had the old tank out and the new tank in and had begun to bolt all the pipe work back into place. This meant that we were 4 hours ahead of the schedule.

Through the theoretical knowledge, leadership, communication, teamwork, goal setting and time management skills that I developed through my time at [REDACTED] [REDACTED] I was able to lead my team to complete the job 4 hours ahead of schedule. Without developing such skills throughout my four years training I would not have been able to get close to this achievement.

### **Criterion 3**

Last year I was entered in the inaugural Engineering Apprentice Awards. This was held by TAFE [REDACTED] as well as a large number of engineering firms in [REDACTED] region. At the awards night I was awarded the 3<sup>rd</sup> Year Apprentice Boilermaker of the Year Award.