

Expression of Interest

Full Time/Part Time/Casual Trainer Assessors

ALBANY, BUNBURY, PERTH

We are always on the lookout for superstar trainers in the following disciplines: First Aid, Health, Individual Support, Business. Childhood Education and Hospitality.

If you are looking for a new opportunity, we'd love to hear from you.

About us

ATC Work Smart is a well-established Registered Training Organisation that provides nationally accredited and non-accredited courses from the Great Southern to the Midwest

We have an exciting opportunity for a dynamic and passionate trainer and assessor to join our superstar RTO team. We are looking for a friendly and engaging personable applicant with a 'can do' attitude.

Key responsibilities

- Deliver engaging and flexible face-to-face training sessions that are well-structured and relevant, ensuring all learners can achieve their training goals.
- Prepare for, conduct and document training delivery and assessment procedures using approved training delivery and session plans.
- Complete all training and assessment documentation in line with company policies
- Provide one-on-one tuition as required and regular checks on learners ensuring regular progression and completions
- Undertake regular professional development to ensure current industry skills are maintained
- Participate in validation sessions as required
- Assist as necessary with the promotion of ATC Work Smart at Career Expo's and events

About you

- **Must** hold the TAE40122 Certificate IV in Training and Assessment or equivalent
- Hold the relevant qualification or equivalent
- At least 5 years' current industry experience
- Excellent communication and problem-solving skills
- High level of attention to detail
- Ability to work autonomously
- Ability to work and meet deadlines
- The ability to obtain a Working with Children Card
- A current 'C' class motor vehicle drivers licence and reliable vehicle

What we can offer you

- A competitive hourly rate with travel allowances
- A supportive and purpose driven culture
- Flexible hours and work life balance
- An environment that values people and celebrates achievement

What happens next?

So, it's over to you. If you would like to join our team, please apply by sending a cover letter addressing the above criteria and resume to Jane@atcworksmart.com.au.

If we don't have a current vacancy, we will keep your details on file for future reference. Only successful applicants will be contacted for an interview.

All enquiries and applications will be handled in strict confidence.

ATC Work Smart is an Equal Opportunity Employer and is committed to building a workplace culture that values diversity and inclusion.

Employer questions

Your application will include the following questions:

- How many years' experience do you have as a Trainer?

- Do you have a Certificate IV in Training and Assessment?
- Do you have a current Working with Children (WWC) Check?
- Do you have experience working for a registered training organisation (RTO)?
- Are you a citizen or permanent resident of Australia or New Zealand?