



**Master
Builders
Association**

New South Wales

CPC30220 CERTIFICATE III IN CARPENTRY APPRENTICESHIP TRAINING

INFORMATION BROCHURE

APPRENTICESHIP TRAINING

OVERVIEW

Master Builders Association of NSW Pty Ltd (Master Builders) is a Registered Training Organisation (RTO) offering nationally recognised qualifications and courses across New South Wales which meet national industry standards.

The **CPC30220 Certificate III in Carpentry – Apprenticeship Training** - offered by Master Builders is designed to provide carpentry skills including, setting out, constructing, assembling and installing and repairing products using timber and non-timber materials. It is designed for the following types of carpenters:

- Residential
- Commercial

This qualification provides a trade outcome in carpentry, covering residential and commercial work. Upon completion of the apprenticeship program, you will achieve the qualification **CPC30220 Certificate III in Carpentry** or a Statement of Attainment for units deemed competent.

WHAT IS A CARPENTRY APPRENTICESHIP?

A carpentry apprenticeship is program for up to 4 years, that combines paid, on-the-job experience with structured, formal training to become a qualified carpenter.

The Master Builders Carpentry Apprenticeship training program is designed for anyone who is suitable to undertake an apprenticeship in carpentry and may have little or no industry experience.

Apprenticeships are available for school-based students (part-time), school-leavers, and mature age workers (full-time). Graduates become a trade qualified Carpenter.

To participate in the Master Builders Carpentry Apprenticeship training program, Apprentices will need to be in paid employment with an apprenticeship contract. The Master Builders can also assist those who are looking to make a start in their apprenticeship.

WHAT DO I NEED TO BE AN APPRENTICE?

A carpentry apprenticeship is designed for those who want to learn how to build timber and steel framed projects in the building and construction industry. It requires the physical ability to undertake manual work and the dedication to commit to training and learning new skills.

You generally need to be at least 16 years old, have completed Year 10 (or equivalent), and secure employment with an employer. You will need to sign a formal training contract with your employer and a Registered Training Organisation (RTO). You will also need the General Construction Induction (White Card).

APPRENTICESHIP TRAINING

An apprenticeship is an ideal way to earn and learn at the same time. It provides a unique opportunity to practice your skills with industry expert trainers, while being able to then implement them on real construction projects.

The Master Builders **CPC30220 Certificate III in Carpentry – Apprenticeship Training** generally takes 3 years to complete. It is structured into block training sessions attending the Norwest Education Centre every 7 to 8 weeks on average, for a block of 4 or 5 consecutive days. Classes commence at 7:30am and complete at 3:30pm on each day.

Each block is focussed on one of the following subjects:

- Introductory framing
- Introductory foundations
- Introductory flooring
- Introductory trusses and eaves
- Introductory roofing, including skillion roof
- Set out and levelling, and explosive power tools
- Steel framing, trusses and scaffolding
- Floors
- Timber frames and partitions
- Ceilings and bulkheads
- Windows and doors
- Groundwork
- Stairs and wet areas
- Timber trusses and cladding
- Pitched roofs 1
- Pitched roofs 2.

SMART AND SKILLED

This training may be fully subsidised by the NSW Government under the Smart and Skilled initiative.

To be eligible, you must also meet the following Smart and Skilled eligibility criteria:

- You are at least 15 years old
- You live or work in NSW
- You are an Australian citizen or permanent resident or a humanitarian visa holder, or a New Zealand citizen
- You are no longer attending school
- Employed and approved as an apprentice.

APPRENTICESHIP TRAINING

ENROLMENT

On enrolment, you will be required to provide copies of:

- Driver's licence (photo ID with address)
- Green Medicare Card or Passport
- A valid White Card.

Participants will require sufficient language, literacy, and numeracy skills to be able to engage in the assessment and to perform workplace tasks such as calculating materials, interpreting building plans and specifications and recording work outcomes. If you require assistance, please contact us to discuss options available to you.

If you have any previous qualifications or units of competency, please provide evidence or transcripts of this.

FORMALISING YOUR APPRENTICESHIP

An apprenticeship is a formal agreement between:

- Yourself
- Your employer and/or Group Training Organisation (GTO)
- The Australian Government
- And your Registered Training Organisation.

Once your apprenticeship has been approved, you can begin training. You will be provided with a training schedule that outlines your subjects and dates. Master Builders apprenticeship training takes place at our dedicated Education Centre in the Sydney suburb of Norwest.

RESOURCES REQUIREMENTS

This apprenticeship training program will require you to have access to work sites and at least the below items:

- Personal Protective Equipment (PPE) including steel cap work boots, hearing protection, eye protection, and high visibility clothing
- Computer, laptop, tablet or phone with internet access to complete assessments in class.

An MBA Customer Service representative will assist you in getting started in your apprenticeship and provide you with all the information you need to be on the pathway to become a qualified carpenter.

Visit the Building Commission NSW website for further information [Building Commission NSW](#) on carpentry licencing.

TRAINING AND ASSESSMENT

You will be required to complete assessments as part of your apprenticeship, which include:

- Knowledge questions
- Practical projects and observations

As assessments are conducted using on our online learning system, you must have basic computer skills and a device with internet access.

The knowledge questions relate to the units of competency within the qualification and assess your understanding of tasks and processes.

The practical projects are undertaken in the Norwest Education Centre under supervision of your expert Trainer. You will be able to practice constructing houses at a minimum of 30 metres square using both timber and steel frames. Sample projects may include:

- Planning projects and construction site safety
- Construct wall frames and partitions
- Erecting both timber and steel frames and trussed roofs
- Set out and install ceiling frames
- Pitch a roof, including scotch valley, broken hip and valley and a gable end
- Erect and dismantle scaffolding
- Frame and fit wet areas
- Install and replace windows and doors
- Set out site, basic formwork and concreting
- Use of explosive power tools
- Use of levelling devices
- Install flooring system
- Install exterior fibrous cement weatherboards
- Basic demolition and site clean up.

Under the instruction and supervision of Master Builders industry expert trainers, you will work in a team with your classmates to learn invaluable skills for your carpentry career.

TRAINING PLANS

All registered apprentices in NSW will receive a Training Plan. This plan outlines the units of competency from the **CPC30220 Certificate III in Carpentry** qualification, including the timeframes for learning. A Training Plan also describes the workplace learning that needs to take place and units are endorsed by your employer.

A Training Plan will be reviewed every six (6) months during your apprenticeship in consultation with your employer to ensure you are on the pathway to success.

APPRENTICESHIP TRAINING

UNITS OF COMPETENCY

In order to successfully achieve the **CPC30220 Certificate III in Carpentry**, participants must be assessed as competent in thirty four (34) units of competency. The units of competency offered by Master Builders are:

CODE	UNITS OF COMPETENCY TITLE
Participants must undertake the following mandatory core and elective units:	
CPCCCA2002	Use carpentry tools and equipment
CPCCCA2011	Handle carpentry materials
CPCCCA3001	Carry out general demolition of minor building structures
CPCCCA3002	Carry out setting out
CPCCCA3003	Install flooring systems
CPCCCA3004	Construct and erect wall frames
CPCCCA3005	Construct ceiling frames
CPCCCA3006	Erect roof trusses
CPCCCA3007	Construct pitched roofs
CPCCCA3008	Construct eaves
CPCCCA3010	Install windows and doors
CPCCCA3016	Construct, assemble and install timber external stairs
CPCCCA3017	Install exterior cladding
CPCCCA3024	Install lining, panelling and moulding
CPCCCA3025	Read and interpret plans, specifications and drawings for carpentry work
CPCCCA3028	Erect and dismantle formwork for footings and slabs on ground
CPCCCM2006	Apply basic levelling procedures
CPCCCM2008	Erect and dismantle restricted height scaffolding
CPCCCM2012	Work safely at heights
CPCCCO2013	Carry out concreting to simple forms
CPCCOM1012	Work effectively and sustainably in the construction industry
CPCCOM1014	Conduct workplace communication
CPCCOM1015	Carry out measurements and calculations
CPCCOM3001	Perform construction calculations to determine carpentry material requirements
CPCCOM3006	Carry out levelling operations
CPCCWHS2001	Apply WHS requirements, policies and procedures in the construction industry
CPCWHS3001	Identify construction work hazards and select risk control strategies
Participants all also required to undertake the following elective units:	
CPCCCA3012	Frame and fit wet area fixtures
CPCCCA3014	Construct and install bulkheads
CPCCCA3027	Set up, operate and maintain indirect action power-actuated power tools
CPCCCM2002	Carry out hand excavation
CPCCSF2004	Place and fix reinforcement materials
CPCCCA3026	Assemble partitions
CPCCOM1013	Plan and organise work