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CIRCULAR TO DEPARTMENTS AND AUTHORITIES NO. 5 OF 2009

ADMINISTRATIVE APPLICATION OF INCREASED PAY RATES FOR JUNIOR PUBLIC SECTOR TRAINEES

This Circular replaces Circular to Departments and Authorities No. 4 of 2007.

The Government has approved the administrative application of increased pay rates for junior trainees (under the age of 21). The new rates are provided at Schedule A.

These rates reflect increases granted to trainees by the Australian Fair Pay Commission (AFPC) in 2008 which exceed the rates established under the National Training Award 2000.

These increased rates shall be effective from the beginning of the first pay period on or after 1 October 2008.

Please note the following information in relation to the rates provided:

AUSTRALIAN QUALIFICATIONS FRAMEWORK (AQF) CERTIFICATE IV TRAINEES

Trainees undertaking an AQF Certificate IV traineeship shall be paid the relevant weekly wage for AQF Certificate III trainees at wage levels A, B or C, with an additional 3.8% loading on the applicable wage level. The applicable wage level can be determined by the table provided at Schedule B.

PART TIME TRAINEES

Where training is provided on the job, part time trainees receive the same hourly rate as full time trainees.

Where training is provided off the job, employees are not paid for the time spent in training. In lieu of being paid for time spent in training, trainees receive a 25% loading on the applicable hourly rate for all hours worked.

If you have any questions about the new rates for trainees please contact your Labour Relations Adviser.

**BOB HORSTMAN
A/EXECUTIVE DIRECTOR
LABOUR RELATIONS**

10 June 2009

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SCHEDULE A - JUNIOR TRAINEE WEEKLY RATES OF PAY

	Full Time Trainees		
	Highest year of schooling completed		
Wage Level A			
	Year 10	Year 11	Year 12
School Leaver	\$245.10	\$269.04	\$323.38
Plus 1 year out of school	\$269.04	\$323.38	\$375.44
Plus 2 years	\$323.38	\$375.44	\$437.38
Plus 3 years	\$375.44	\$437.38	\$500.84
Plus 4 years	\$437.38	\$500.84	
Plus 5 years or more years	\$500.84		
Wage Level B			
	Year 10	Year 11	Year 12
School Leaver	\$245.10	\$269.04	\$313.88
Plus 1 year out of school	\$269.04	\$313.88	\$360.24
Plus 2 years	\$313.88	\$360.24	\$423.70
Plus 3 years	\$360.24	\$423.70	\$482.98
Plus 4 years	\$423.70	\$482.98	
Plus 5 years or more years	\$482.98		
Wage Level C			
	Year 10	Year 11	Year 12
School Leaver	\$245.10	\$269.04	\$311.60
Plus 1 year out of school	\$269.04	\$311.60	\$349.60
Plus 2 years	\$311.60	\$349.60	\$391.40
Plus 3 years	\$349.60	\$391.40	\$437.76
Plus 4 years	\$391.40	\$437.76	
Plus 5 years or more years	\$437.76		

SCHOOL BASED TRAINEE HOURLY RATES

	Year of Schooling	
	Year 11	Year 12
School based traineeships in Wage/Skill Levels A, B and C where training is on the job	\$6.45	*\$7.50
School based traineeships in Wage/Skill Levels A, B and C where training is off the job (hours spent in training are unpaid)	\$8.06	\$8.85

* Please note the year 12 school based trainee rate where training is provided on the job is derived from the *Minimum Conditions of Employment Act 1993* as it exceeds that provided by the AFPC pay scales issued in 2008.

* Please refer to Schedule B to determine the appropriate wage level according to the Certificate level and traineeship being undertaken.

SCHEDULE B

Wage Levels that apply to Certificates under Training Packages

WAGE LEVEL A

Training Package	Certificate Level
Beauty	III
Business Services	I II III
Chemical, Hydrocarbons and Oil Refining	III
Civil Construction	III
Community Pharmacy	III
Community Services	II III
Correctional Services	III
Financial Services	II III
Floristry	III
Food Processing Industry	III
Gas Industry (Utilities)	III
Hospitality	III
Information Technology	II III
Laboratory Operations	III
Local Government (Environmental Health and Regulation)	II III
Local Government (General Construction)	III
Local Government (Governance and Administration)	I II III
Local Government (Government)	II III
Manufactured Mineral Products	III
Metal and Engineering Industry Engineering Production Certificate Technician Traineeship	III III
Museum, Library and Information Services	II III
Plastics, Rubber and Cablemaking	III
Public Safety	III
Public Sector	II III
Pulp and Paper Manufacturing Industries	III
Retail	III
Telecommunications	II III
Textiles, Clothing and Footwear	III
Tourism	I II III
Training and Assessment	III
Transport and Distribution	III
Water Industry (Utilities)	III
Wholesale	III

WAGE LEVEL B

Training Package	Certificate Level
Aeroskills	II
Animal Care and Management	I II III
Asset Maintenance	II III
Asset Security	I II III
Australian Meat Industry	I II III
Automotive Industry Manufacturing	II
Automotive Industry Retail, Service and Repair	II III*
Beauty	II
Caravan Industry	I II III
Civil Construction	I II
Community Pharmacy	II
Community Recreation Industry	II III
Entertainment Industry	I II III
Extractive Industry	II III
Film, TV, Radio and Multimedia	II III
Fitness Industry	II III
Floristry	II
Food Processing Industry	I II
Forest & Forest Products Industry	I II III
Gas Industry (Utilities)	II
Hospitality	I II
Local Government (General Construction)	I II
Manufactured Mineral Products	I II
Metal and Engineering Industry	I II
Outdoor Recreation Industry	II III
Plastics, Rubber and Cablemaking	I II
Printing and Graphic Arts	II
Public Safety	II
Pulp and Paper Manufacturing Industries	I II
Retail	II
Sport Industry	I II III
Textiles, Clothing and Footwear	I II
Transport and Distribution	I II
Water Industry (Utilities)	II
Wholesale	II

WAGE LEVEL C

Training Package	Certificate Level
Amenity Horticulture	I II III
Conservation and Land Management	II III
Music	I II III
Racing Industry	II III
Rural Production	I II III
Seafood Industry	I II