

We're taking steps to mitigate the spread of COVID19 and have changed our operations to work with the change to protect the wellbeing of our customers, partners and colleagues.

We're flexible and here for your business

We want to ensure you that our level of service hasn't changed during this time. Like many businesses, we have changed some of our contact methods to be via video link and have requested that our team work remotely to avoid potential risk to each other.

Our aim is to provide a high level of service to you and the apprentices and trainees that we share. We will achieve this by fortnight contact and should we need to meet face to face, we will exercise social distancing.

What's happening with recruitment?

For the time being, our recruitment team have changed the way they are recruiting. At present, all candidates are interviewed by video conference with reference checks completed prior to testing. Suitable candidates will be asked to attend our office to complete testing. The changes implemented ensure that there is as less possible contact with each other.

Our interstate partners

Unfortunately, due to the travel ban and similarly to our Sydney and ACT based clients, all contact will be completed by video conferencing.

How will induction with my new trainee or apprentice be completed?

At this stage, we are completing all new inductions online with the apprentice, trainee and parent or guardian if required. Documents are either emailed or posted in advance to ensure that we are able to discuss the employment contract, policies and procedures and expectations together.

The Apprenticeship Network Provider is also able to complete the sign up remotely to reduce face to face contact.

Stimulus package

We are doing our utmost to bring you the latest [news](#) on this package release. As soon as we know more we will be in touch. Read now:

www.1300apprentice.com.au/news



What if I don't have enough work on to support my apprentice or trainee?

Please contact your Field Officer or our office on (02) 9715 7344 as soon as possible to discuss how we can support your business and the apprentice or trainee that we share.