

InfraTrain New Zealand Limited Training Agreement

Employer Details			
Company Name	-----		
Address Street	-----		
Suburb	-----	City	-----
Phone ()	-----	Fax ()	-----
Email	-----	Website	-----
Trainee Details			
Trainee Name	-----		
	<i>First Name</i>	<i>Middle Name(s)</i>	<i>Surname</i>
Address Street	-----		
Suburb	-----	City	-----
Phone Home ()	-----	Mobile	-----
Email	-----		
Date of Birth <i>(dd/mm/yy)</i>	-----	Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female
NZQA ID Number	<i>(If available. If you do not have an NZQA number, it will be applied for at NZQA.)</i> -----		
Ethnic Origin	<input type="checkbox"/> NZ European	<input type="checkbox"/> Maori	<input type="checkbox"/> Pacific Islander
	<input type="checkbox"/> Other: <i>(Please state)</i> -----		
Previous Qualifications	<input type="checkbox"/> No qualifications	<input type="checkbox"/> 5 th Form or at least 12 credits at NQF Level 1	
	<input type="checkbox"/> 6 th Form or at least 12 credits at NQF Level 2	<input type="checkbox"/> 7 th Form or at least 12 credits at NQF Level 3	
	<input type="checkbox"/> Sub Degree (National Certificate or Trade Certificate or National Diploma)	<input type="checkbox"/> Degree	
Qualification and Payment Details			
<i>Please write the short name of the qualification(s) you will be enrolling into. Please refer to the attached appendix for the full list of qualifications and their short names:</i>			
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Please indicate who will be paying the fees:		<input type="checkbox"/> Employer	<input type="checkbox"/> Trainee

Terms of Agreement

1. The training shall commence from the date of this agreement and shall be for at least twelve months.
2. This Training Agreement remains valid as long as an agreement equating to an Employment Contract is in place between the Employer and the Employee.
3. The Employer shall provide training to the Trainee in accordance with the specific requirements of the designated training programme.
4. I, as the trainee:
 - o Will satisfactorily achieve a minimum of 20 credits per year towards the designated training programme.
 - o Have read the training plan(s) of the qualifications(s) I have enrolled into and agree to pay the costs outlined.
 - o Shall undertake the training and learn the skills and knowledge of the industry as set down in the requirements of the designated training programme.
 - o Authorise InfraTrain New Zealand Ltd to exchange information related to my training with NZQA, the Tertiary Education Commission, my Training Provider, my employer and my assessor in accordance with the Privacy Act.
 - o Declare that the particulars given are correct and I hereby apply to be registered as a Trainee for the Unit Standards towards the designated national qualification.

Signatures

Signed for and on behalf of the employer:

Name -----

Designation -----

Signature -----

Date -----

Signed by the trainee:

Signature -----

Date -----

Signed by the Parent/Guardian (only if the trainee is aged less than 18 years):

Signature -----

Date -----

InfraTrain Qualifications

Listed below are the qualifications currently available for the infrastructure industry. To find out more information about each qualification, see the information on our website www.infraTrain.co.nz, or request a brochure by calling 0800 486 626.

Civil Construction

Short Name	Qualification	Level
CCW	Civil Construction Works	2
CPO	Civil Plant Operation	3
CCWFE	Civil Construction Works (Forestry Earthworks)	3
CCWS	Civil Construction Works (Supervision)	4
CPLM	Civil Plant Management	4
ROT	Road Opening (Trenching)	1/2
ROS	Road Opening (Site Co-ordination)	3
WR	Water Reticulation (Service Person)	3
CGIS	Civil Infrastructure (General Introductory Skills)	2
PIPE	Pipelaying	3

Demolition

Short Name	Qualification	Level
DEMOI	Demolition (Introductory Skills)	2
DEMOE	Demolition (Equipment Operator)	3
DEMOS	Demolition (Site Supervisor)	4

Horizontal Directional Drilling

Short Name	Qualification	Level
HDD	Horizontal Directional Drilling	2
HDDS	Horizontal Directional Drilling (Site Controller)	3

Pavement Surfacing

Short Name	Qualification	Level
PSA	Pavement Surfacing Application	2
PSPO	Pavement Surfacing Plant Operation	3
CD	Chipseal Design	4
CS	Chipseal Supervision	4/5
BSO	Bitumen Sprayer Operation	4
APS	Asphalt Paving Supervision	4/5
APPO	Asphalt Production Plant Operation	4
HMAD	Hot-Mix Asphalt Design	4/5

Roadmarking

Short Name	Qualification	Level
RMA	Roadmarking Assistant	2
RMSO	Roadmarking Skilled Operator	3/4

Rural Contracting

Short Name	Qualification	Level
RC	Rural Contracting (Introductory Skills)	1
AGCHEM	Agrichemical Application	2/3/4
AC	Agricultural Contracting	3/4
RCM	Rural Contracting (Management)	5

Civil Engineering

Short Name	Qualification	Level
NDCE	National Diploma in Civil Engineering (Applied)*	6

Asset Management

Short Name	Qualification	Level
CPP	Asset Management (Competitive Pricing Procedures)	6
NDIAM	National Diploma in Infrastructure Asset Management	6

Limited Credit Programmes

Short Name	Qualification
LCP BEI	Bulk Earthmoving – Introductory Skills
LCP BEOHT	Bulk Earthmoving – Off Highway Trucks
LCP BEME	Bulk Earthmoving – Mass Excavators
LCP BETTT	Bulk Earthmoving – Track Type Tractors
LCP BEWL	Bulk Earthmoving – Wheeled Loaders
LCP Intro	Civil Introductory Skills
LCP Demo	Demolition
LCP RO	Road Opening
LCP T/8	T/8 Testing
LCP TC	Temporary Traffic Control
LCP BSO	Bitumen Sprayer Operation
LCP STMS	Site Traffic Management Supervisor
LCP CPO	Civil Plant Operation
LCP HSE	Health and Safety (Operate Safe Bronze Level)

* Please note that there is a specific Training Agreement for this qualification – contact your Regional Manager for further information. Do not use this Training Agreement form to enrol.

Modern Apprentice Programmes

Short Name	Qualification
MA CPO	Civil Plant Operation
MA CCWS	Civil Construction Supervision
MA CCWF	Civil Construction Foreperson
MA APS	Asphalt Paving Supervision
MA BSO	Bitumen Sprayer Operator
MA HMAD	Hot Mix Asphalt Design
MA PSPO	Pavement Surfacing Plant Operation
MA APPO	Asphalt Production Plant Operation
MA AC	Agricultural Contracting
MA RM	Roadmarking

Recognition of Current Competency Qualifications

InfraTrain provides the infrastructure industry with a range of qualifications that can only be gained through Recognition of Current Competency (RCC). InfraTrain contracts The Open Polytechnic of New Zealand to facilitate the RCC process for these qualifications.

The Open Polytechnic of New Zealand is a nationwide distance tertiary education provider, specialising in open, blended, flexible delivery.

One of its dedicated arms is the Centre for Assessment Services (CAS). The prime function of this centre is that of assessing prior learning and current competency, giving credit for the skills, knowledge and understanding that a candidate currently possesses. The Centre measures this learning against the stated learning outcomes of a recognised qualification.

The Centre provides the expertise to guide candidates through the stages leading to assessment. This includes mentoring by subject specialists, who advise on gathering and collation of relevant valid workplace documentation, into a portfolio of evidence.

To find out more information about each qualification, see the information on our website www.infratrain.co.nz, or request a brochure by calling 0800 486 626.

Adult Education and Training

Short Name	Qualification	Level
AET L4	Adult Education and Training	4
AET L5	Adult Education and Training	5
ND AET	Diploma in Adult Education & Training	5
CTA	General Contracting (Training & Assessment)	4

Architecture

Short Name	Qualification	Level
ND AT	Diploma in Architectural Technology	6

Business Administration and Computing

Short Name	Qualification	Level
BAC L3	Business Administration and Computing	3
BA L4	Business Administration	4
BUS L4	Business	4
ND BUS L5	Diploma in Business	5
ND BUS L6	Diploma in Business	6

Design

Short Name	Qualification	Level
DES L2	Design (Introductory Skills)	2
DES L3	Design	3
DES L4	Design (Technician)	4
DESD L2	Design (Draughting)	2
ND DES	Diploma in Design	5/6

Management

Short Name	Qualification	Level
FLM L3	First Line Management	3
FLM L4	First Line Management	4
ND CM	Diploma in Construction Management	6

Quantity Surveying

Short Name	Qualification	Level
ND QS	Diploma in Quantity Surveying	6