WOMEN BUILDING AUSTRALIA JOBSEEKER HANDBOOK





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Women Building Australia

Women Building Australia aims to encourage women to enter the industry, sets the foundations for a successful career, provides support to achieve their goals, celebrates their success through telling their stories, and generates role models to motivate more women to enter the industry. Women represent half of the workforce; the industry is currently facing a shortage of skills, and this presents a great opportunity for women to fill that void. Old stereotypes are being broken down with women already filling key roles and creating great businesses in the building and construction industry.

To increase awareness about the amazing career opportunities the construction industry provides and encourage female school leavers to enter the industry Women Building Australia presents at key career expos around Australia.

The Women Building Australia National Mentoring Program pairs women who are new to the industry with experienced mentors. The program helps women build successful careers through setting goals with guidance from mentors on how to achieve there goals. Women Building Australia provides business resilience training for women running businesses in the industry. That could be as the owner or general manager of a business or as partners of tradies and builders who support the day-to-day business operations.

Women Building Australia's Female Led Business register acknowledges and highlights amazing businesses run by women in the industry.

Our Champions of Change Ambassadors' initiative highlights industry leaders both male and female who are in positions of authority and drive change within the industry.

The Champions of Change Influencer's initiative recognises and celebrates women who are trail blazers in the industry. These women are passionate about their work and actively encourage and support other women to explore careers within the industry.

For women that have experienced harassment or discrimination Women Building Australia has set up the Harassment and Discrimination Support Line providing an avenue for women to seek advice and provide practical industry specific solutions.

TO FIND OUT MORE VISIT www.womenbuildingaustralia.com.au



Forward

This handbook for female jobseekers has been designed to assist women in getting a better understanding of the building and construction industry and its career opportunities.

We highlight an extensive selection of roles in the industry identifying what the role is, the requirements of the role and what it helps to be good at to be successful. Also included are current supply, future demand and average salaries for each role, and the various pathways into those roles.

Throughout the handbook we feature case studies of women at various stages of their careers in the building and construction industry. These include their pathways into the industry, and the challenges and rewards they have experienced. We hope you find their stories inspiring!

Information about the building and construction industry job roles are indicative only. The roles listed in the job seeker handbook is not an exhaustive list. Information has been sourced from a variety of sources, including:

- Your Career
 (https://www.yourcareer.gov.au)
- Careers Online (https://www.careersonline.com.au)
- ABS Labour Force data (https://www.abs.gov.au/statistics/labour/employment-andunemployment/labour-force-australia)
- National Skills Commission Skills Priority List 2021 (https://www.nationalskillscommission.gov.au/2021-skills-priority-list)
- Australian Taxation Office Taxation Statistics 2018-19
 (https://data.gov.au/data/dataset/taxation-statistics-2018-19)

We encourage you to do your own research on any role you may be interested in.

We hope this handbook provides helpful insights and information for you to seriously think about a career in a highly rewarding industry.



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Introduction

The building and construction industry is Australia's second largest industry. It impacts on our everyday life whether it's providing homes, schools, hospitals, roads, offices, shops and airports. Building and construction is an integral part of our community.

The Australian building and construction industry currently employs over 1 million Australians and is set to grow in the next decade needing approximately an additional 300,000 people - this means great job opportunities for all working Australians.

But the industry is missing out on attracting a large part of the Australian workforce - women - who make up only 14% of the current building and construction workforce. When you look at trade related jobs such as carpentry and tiling, the statistics are even lower with only 1% of the total trade workforce being women.

Things need to change so that the industry has the capacity to attract the best workers regardless of their gender and women should not miss out on fantastic career prospects in one of Australian's largest industries.

It's a win-win if we are able to increase female participation in the building and construction industry.

Why a career in building & construction?

The building and construction industry is a large industry with multiple job opportunities and career pathways. It is experiencing skill and labour shortages and is projected to grow over the next 10 years, providing exciting career opportunities. The great thing about building and construction is that the skills you learn are transferable across the country and the world.

What is the building & construction industry?

The industry is typically divided into three main sectors:

Residential

Houses, apartments, townhouses

Commercial

Offices, factories, hospitals, schools, shops, entertainment facilities

Civil

Roads, bridges, airports, telecommunications

How do I get a start?

If you want an immediate start with little training then you should focus on entry level jobs such as a trades assistant, trainee or labourer. A white card is a prerequisite for working on a construction site which is a course designed to ensure everyone understands the safety aspects of working in the industry. A certificate in construction from a Registered Training Organisation or school would be useful as would experience through a pre-employment course. Specialist training can then occur for specific roles as you progress in the industry.

An apprenticeship will require a combination of off-the-job and on-thejob training in a variety of trade related roles in building and construction. You can undertake a pre-apprenticeship to assist in finding an apprenticeship role. Apprenticeships can be undertaken directly with a trade professional or alternatively through a group training organisation.

Like an apprenticeship, a traineeship is a type of vocational training (training under a supervisor) where you earn a wage while you learn about the industry and job you are in. You take part in structured training and receive a nationally recognised qualification. Traineeships cover a range of roles across the various sectors within the industry whereas apprenticeships cover skilled trades. Building Technician roles require training to be completed before employment, usually at Diploma level, but there are some jobs available, usually known as cadetships, where you can work and study part-time.

Professional roles require a degree or an advanced diploma. Some people in the industry undertake professional study while they are working in the industry in other roles.

What attributes is the industry seeking?

Building and construction employers are looking for:

- Positive work attitude.
- Someone open to up-skilling and multi-skilling.
- The ability to start early and work outdoors.
- The ability to work as part of a team.
- The ability to work safely on a job site and be mindful of the safety of others.
- Preferably some initial prior training in the industry whether a pre-employment course, pre-apprenticeship course or a Certificate Level 1 (which can be done while still at school).



Anita Hac, Apprentice Carpenter, Canberra

"I graduated with a bachelor's degree in architecture and this is what motivated me to get into building and construction. I wanted to further my knowledge, learn and to be physically part of the building and construction of the architectural design.

Please give it a go. You will never know unless you try. Never be afraid to ask for help. There is so many opportunities in the building and construction industry."

Industry Roles

Engineering PAGES 12-21	PAGE	РАТНМАУ
Engineering Manager	13	•
Civil Engineer	14	O
Structural Engineer	15	•
Transport Engineer	16	•
Civil Engineering Technician	17	
Civil Engineering Draftsperson	19	(i) 🕒 🚱
Electrical Engineering Technician	20	(a)
Electrical Engineering Draftsperson	21	(a)

Construction	Management
PAGES 22-29	

TAOLO ZZ Z/		
Civil Construction Manager	23	(a)
Construction Manager	25	
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Surveying

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Land Surveyor	31	
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Architectural Draftsperson (Building Designer)	38	E Ø
Landscape Architect	39	
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Estimating PAGES 44-47

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Quantity Surveyor	45	Ð
Construction Estimator	46	
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Administration

PAGES 48-55		
Accounts Clerk	49	08
Office Manager	51	Ø
Cost Clerk	53	
Bookkeeper	54	
Secretary (general)	55	08

Pathway Options Key

Apprenticeship

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Traineeship



Certificate I, II, III & IV

Diploma or Advanced Diploma

Bachelor Degree or Graduate Diploma

Current Skills Supply & Future Demand

Data is taken from the National Skills Commission Skills Priority List 2021.



Trades PAGES 56-87	PAGE	РАТНИ
Stonemason	57	* 🔊
Carpenter	59	* 🖻
Joiner	61	
Cabinet Maker	63	* 🖻
Plumber	65	* 🖻
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Machine Operators

PAGES 84-91		
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Earthmoving Operator (General)	88	@ X B
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Construction Labourers PAGE 92–97

1710E72 77		
Builder's Labourer	93	(i) 🕒
Road Constructor	95	(1)
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Average Annual income figures used in the Women Building Australia Job Seeker Handbook are based on figures from the ATO's Taxation statistics 2018–19. This is an overview of statistics from tax returns and related schedules for the 2018–19 income year.

Average salary or wages income figures are generated from individuals who reported where the value was not zero and therefore includes both full time and part time salaries or wages. These figures are provided as a guide to the average salary or wage level for a given role in the industry and shouldn't be read as an expected annual salary or wage.

Renee Brash, Apprentice Carpenter, Melbourne



@the.little.chippy

"One of the biggest things you can do to be successful is to put yourself out there as a person, look respectable for the job and be committed to the work you are doing."



D N D N D N D N D N D N D N D N

Construction engineering is a professional discipline that deals with the designing, planning, construction and management of infrastructures such as roads, tunnels, bridges, airports, railroads, facilities, buildings, dams, utilities and other projects.

Civil engineering is a related field that deals more with the practical aspects of projects. Construction engineers learn some of the design aspects similar to civil engineers as well as project site management aspects.

At the educational level, civil engineering students concentrate primarily on the design work which is more analytical, gearing them toward a career as a design professional. This essentially requires them to take a multitude of challenging engineering science and design courses as part of obtaining a 4-year accredited degree.

Education for construction engineers is primarily focused on construction procedures, methods, costs, schedules and personnel management. Their primary concern is to deliver a project on time within budget and of the desired quality.

The difference between a construction engineer and a civil engineer is that construction engineering students take basic design courses as well as construction management courses.



Engineering Manager

Keep engineering and technical operations on track



Civil Engineer

Plan, design, construct and oversee essential infrastructure

infrastructure pro drainage systems You analyse sites project is feasible to develop and co engineers may all or operation of in Work is usually in located at a cons You'll need strong	an office, which may be	(1) (1) (1) (1) (1) (1) (1) (1) (1) (1)	Current skills supplyFuture demandShortageStrong ModerateNo ShortageSoft
Benefits	Salary Office & outdoor	National & international work Technical work	Professional role Many career options
 requirements, determining commaterials and preparing reporsion preparing cost the cost efficient organising labor materials and organising labor materials and organising platerials and organising costructures are supervising cost structures are designing strut safe and can be assessing traveloced structures are 	ents about project sites and plans onstruction methods, quality standards orts, working drawings and plans and procedures estimates and evaluating ency of projects our and the delivery of equipment ns to relevant authorities and sourcing building permits onstruction to ensure	 It helps to be good a thinking critically communicating cle keeping things orga maths and technol 	early anised
		 You may be able to a construction project manageme design government and sa 	nt
Related roles	Engineering manager	Structural engineer	Civil engineering technician

Structural Engineer

Design and assess structures

As a structural engineer, you analyse the static properties of all types of structures. This includes testing the behaviour and durability of materials used in their construction.

You design and supervise the construction of all types of structures.



Bachelor of Engineering (4 years)

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Bachelor of Civil Engineering (4 years)

Related roles	Civil engineer	Engineering manager	Transport engineer
Related roles	Civil engineer	Engineering manager	Iransport engineer

Current

Transport Engineer

Benefits

Plan and develop transport systems

As a transport engineer, you plan and develop transport systems to improve infrastructure efficiency and the cost-effectiveness of moving people and freight.

You may be involved in designing highways, railroads, urban transit, air transportation, logistical supply systems and their terminals.

Salary



Office & outdoor	International work Working with others Technical work	
A typical day may involve	It helps to be good at	
 assessing present and future travel flow patterns by considering population increases and changes designing the physical aspects of transportation systems 	 planning and managing projects communicating clearly planning for various scenarios solving problems analytical thinking 	
Qualifications / pathway options	You may be able to work intransport	
 Bachelor of Engineering (4 years) Bachelor of Civil Engineering (4 years) 	 construction aviation traffic management 	
Related roles Civil engineer	Structural engineer Engineering manager	

Civil Engineering Technician

Test construction materials and prepare sketches



A typical day may involve

- preparing sketches, charts, tabulations, plans and designs for civil engineering works
- performing and directing fieldwork and laboratory testing
- interpreting work assignment instructions using appropriate procedures and equipment
- collecting and analysing data
- estimating material costs
- making sure finished works meet specifications, regulations and contract provisions
- inspecting civil engineering works
- organising and supervising maintenance and repair work
- conducting field and laboratory tests of construction materials and soils

Qualifications / pathway options



- Cert IV in Civil Construction Design
- Diploma of Civil Construction Design
- Advanced Diploma of Civil Construction
 Design

It helps to be good at

- planning and managing projects
- communicating clearly
- solving problems
- keeping things organised
- analytical thinking
- working calmly under pressure

You may be able to work in

- construction
- government and safety

Related rolesCivil engineerCivil engineeringStructural engineerdraftsperson



Civil Engineering Draftsperson

Prepare detailed drawings and plans



Electrical Engineering Technician

Test electrical systems and estimate costs

As an electrical engineering technician, you conduct tests of electrical systems, prepare charts and tabulations, and assist in estimating costs. You support electrical engineers.

You may assemble, install, test, modify and repair electrical equipment and installations to conform with regulations and safety requirements.



A typical day may inv	/olve	It helps to be good a	t
Benefits	Technical work	Salary	Office & outdoor

•

A typical day may involve

- collecting data, performing tests and calculations, graphing results, and preparing charts and tabulation
- estimating materials, costs and quantities
- inspecting designs and finished products for compliance with specifications and regulations
- · undertaking electrical workshop functions, such as installing assemblies for protection relays, metering and indicating devices
- assisting with research and experimentation programs

Qualifications / pathway options



- Advanced Diploma Electrical Engineering
- Traineeship

Related roles

You may be able to work in

communicating clearly

keeping things organised

solving problems

quality assurance

analytical thinking

- construction
- manufacturing .
- mining
- infrastructure services

Electrical engineer	Electrical engineering	Electrician
	draftsperson	

Electrical Engineering Draftsperson

Prepare detailed drawings and plans for electrical installations





CONSTRU MANAG

In general terms, construction management is a service that oversees and manages construction projects from beginning to end (planning, design, and construction phases) by utilising various project management methods and techniques. Managing the three primary parameters of a project in question – quality, cost, and delivery time – is the primary goal of construction management as a process.

The construction manager represents the owner's interest and provides oversight over the entire project directly for the owner. A construction manager's mandate is to work with all parties to deliver the project on time, at or under budget, and to the owner's expected standard of quality, scope, and function.



Civil Construction Manager

Manage civil engineering and building projects

Current As a civil construction manager (also known as skills Future a construction project manager), you coordinate supply demand and consult on work programs, tenders and bids, and overseeing subcontractors. Strong You may work under a contract or as a Shortag S109.964 subcontractor of specialised building services. Moderat No Shortage Soft **Benefits** Outdoor work Working with others Salary A typical day may involve It helps to be good at

- interpreting architectural drawings and specifications
- coordinating resources and procuring materials, plant and equipment
- consulting with architects, engineering professionals and trades
- negotiating with building owners, property developers and subcontractors involved in the construction process
- preparing tenders and contract bids
- coordinating work programs for building sites
- adhering to building legislation and standards of performance, quality, cost and safety
- submitting plans to local authorities for approval
- overseeing subcontractor work
- arranging building inspections by local authorities

Qualifications / pathway options



Diploma Civil Construction Management

(8

- Advanced Diploma Civil Construction
- Bachelor of Construction Management
- Traineeship

Related roles

Builder

- planning and managing projects and people
- communicating clearly
- budgeting
- solving problems
- keeping things organised
- working calmly under pressure

You may be able to work in

construction

Construction

manager

Engineering manager



Paula West, General Manager, Inspired Homes, Perth

Women Building Australia Ambassador

"Building and construction workers have higher than average earnings so our industry can play a role in closing the pay gap. As a Women Building Australia Ambassador in Western Australia, I hope that I can encourage more women to experience a wonderful and fulfilling career in the industry like I have"



@inspiredhomeswa

Paula started her career in building and construction in 1988 and is the General Manager of Inspired Homes WA, in the past she has held leadership positions with companies such as J-corp, JWH Group and Amano Homes. She is the first elected female councillor on the board of Master Builders WA, Paula has a wealth of knowledge and is skilled in business management, leadership, administration, construction, and customer service.

Nominated for the Rising Star Awards and a finalist at the 2016 Telstra's WA Businesswomen's Award, Paula West is a powerhouse, and Women Building Australia could not have had a better ambassador to encourage more women to enter the construction industry.

Paula says "Many women have been affected by COVID-19 especially in industries like retail, hospitality and tourism but the construction industry is currently facing a shortage of workers, so this a perfect time to take advantage of the opportunities the industry has on offer".

Construction Manager

Plan and oversee construction projects

As a construction manager, you work with clients to plan and oversee the construction of residential and commercial building projects, or on civil engineering projects such as bridges and railways.

You manage resources, people, services and materials to get construction projects completed on time and on budget. Work is onsite at a construction project.

Benefits	Salary	Variety of projects	Outdoor work
A typical day may involve		It helps to be good at	
 interpreting a documents 	architectural drawings and	 managing multip budgets 	ole activities, people and
-	hat is needed for a job, terials, machinery and	 communicating solving problems kooping things of 	5
 coordinating subcontractor 	and managing workers and prs	 keeping things o attention to deta	il
• submitting b	uilding plans to local authorities	 working calmly u 	inder pressure
• purchasing n	naterials and equipment		
	ith architects, engineers and It professionals		
• arranging bu	ilding inspections		
0	ding legislation requirements nd environmental standards		

- Diploma Building and Construction (Management)
- Advanced Diploma Building and Construction (Management)
- Bachelor of Construction Management
- project management

\$109.964

• government and safety

Related roles	Builder	Civil construction	Building associate
		manager	

Current

skills

supply

Shortage

No Shortage

Future

demand

Strong

Moderate



Rebecca Bishop, Co-Founder, Elite Building Services, Victoria

"The construction industry has been very kind to me and has provided me with the opportunity to be involved with such an important part in people's lives and to help people in the community."



@EliteBuildingServicesVicPtyLtd

Rebecca's entry in to the industry was unconventional. She had a successful career in law but was in a life threatening car accident in 2010 when she was unknowingly pregnant as well. The accident and wanting to focus on her health and her pregnancy made Rebecca stop working in law.

She started helping her husband in his building business in 2014. She found her love and passion for building homes for beautiful customers and their families. Rebecca feels very grateful to be part of their journey.

Rebecca has sound advice for young women wanting to build their career in the industry, "Women are intelligent, efficient, savvy, skilled, intuitive and empathetic. Not only can we work for a company in this industry – we can run it! Put yourself out there and have faith: If you don't ask, the answer is always no. Keep applying for roles even when unsuccessful as every "no" is closer to a "yes!". I would encourage you to back yourself and treat yourself as you would treat your daughter or best friend. Network. meet as many people as possible and build your tribe. Spend time with people who ignite your spark and fill you with joy. Reach out and ask for support. There are so many of us women who love backing other women. We believe in you and we've got your back. There's a saying I've learned as I've always done things by myself but have learned that having a backing of support is crucial:

'If you want to go fast, go alone, but if you want to go further, go together'

There are so many business groups, particularly female business groups, out there from female trade groups to female corporate and executive groups. Having your own cheer squad (and of course being a cheer squad to others) is sometimes all you need. Find the one that feels right for you and meet your new tribe. Trust in yourself, you've got this!"

Builder

Build and renovate buildings

As a builder, you manage the construction, alteration and renovation of dwellings and other buildings.

You may work under contract or as a subcontracted specialised building service.



Working with others

Benefits

Outdoor work

A typical day may involve

- interpreting architectural drawings and specifications
- coordinating resources, materials, plant and equipment
- consulting with architects, engineering professionals and other professionals, and technical and trades workers
- negotiating with building owners, property developers and subcontractors
- preparing tenders and contract bids
- implementing coordinated work programs for sites
- adhering to building legislation and standards of performance, quality, cost and safety
- submitting plans to local authorities
- overseeing the standard and progress of subcontractor work
- arranging building inspections

Qualifications / pathway options



- Certificate IV Building and Construction
- Diploma of Building and Construction (Building)
- Traineeship

Related roles

Construction manager

It helps to be good at

- managing projects and people
- communicating and negotiating
- administration

Variety of projects

- solving problems
- keeping things organised
- working calmly under pressure

You may be able to work in

Building associate

• construction (commercial and residential)

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Carpenter



Penny Petridis, Founder, Female Tradie, Sydney

"I want women to have confidence in their ability to do jobs in building and construction well and to excel. Women need access to better information, so they know the huge range of job roles to choose from. Not all jobs in the industry involve manual labour."



Penny Petridis is an expert in project managing small to medium building and renovation projects for homes and commercial fit-outs. With 28 years experience on the tools, as a metalworker, carpenter, in horticulture, landscaping, decking and with a Cert 4 in Building and Construction Penny has a depth of skills.

Penny is the founder of Female Tradie, a Sydney-based construction services firm. As the name implies, Female Tradie has an all-women workforce, something which allows the company to focus on traditional female strengths such as attention to detail and better cleanliness on site.

Penny is passionate about the building industry, her building business and training women so they can follow in her footsteps. She has focussed her business on the home renovation and maintenance markets where the different perspective and skills women bring to the industry produce outstanding results for her clients.



Building Associate (foreperson, site supervisor)

Supervise construction sites



SURVEYING

Construction surveying can take many forms. It is used to establish the location and alignment of highways, bridges, buildings, pipes, foundations, and other elements for buildings. After large-scale projects are completed, an "as-built" building survey is performed to locate any modifications that were made to the plans during construction.

The Building Survey is a comprehensive inspection of a property to provide a detailed evaluation of the condition of each element of the house or commercial property and highlight areas that may need further investigation or any areas that are a cause for concern.



Land Surveyor

Plan, direct and conduct survey work

As a surveyor, you plan, direct and conduct survey work. This helps with planning to precisely position tracts of land, natural and constructed features, coastlines, marine floors and underground works.

You also manage related information systems.



 Benefits
 Outdoor work
 Technical work
 National work

A typical day may involve

- undertaking research and developing surveying and photogrammetric measurement systems, cadastral systems and land information systems
- planning and designing land subdivision projects and negotiating details with local governments and other authorities
- advising architects, engineering professionals, environmental and other scientists or other relevant professionals on the technical requirements of surveying, mapping and spatial information systems
- compiling and evaluating data
- interpreting codes of practice
- writing reports about survey measurement, land use and tenure
- preparing site plans and survey reports required for conveyance and land ownership matters

Qualifications / pathway options



- Diploma of Surveying
- Advanced Diploma of Surveying
- Bachelor of Surveying and Spatial Sciences
- Bachelor of Surveying

Related roles

Civil engineer

It helps to be good at

- planning
- communicating and negotiating
- analytical thinking
- attention to detail

You may be able to work in

- construction
- mining
- government and safety

Civil engineering Surv technician

Surveying technician



Building Surveyor

Ensure building plans and buildings comply with regulations and the construction code

A Building Surveyor inspects building plans to ensure they comply with various laws and the Building Code of Australia. You also provide advice on building requirements to comply with relevant regulations.

A Building Surveyor is involved for the length of a building project. You have an impact on the design, planning, and functionality of buildings as part of your responsibility to ensure that buildings are safe, accessible, and energy efficient.



A typical day may involve		It helps to be g	ood at
Benefits	Outdoor work	Salary	Working with others

- reviewing plans to ensure they meet building codes, local ordinances, zoning regulations and contract specifications
- approving building plans that are satisfactory and issuing building permits
- certifying building plans and structures • comply with the corresponding building regulations
- providing written reports of findings from • inspections
- monitoring construction sites periodically to ensure overall compliance
- using survey instruments, metering devices, • and test equipment to perform inspections

- planning
- communicating clearly
- solving problems
- attention to detail
- customer service
- writing

Qualifications / pathway optionsImage: Constraint of the second		 You may be able to work in construction government and safety infrastructure services 	
Related roles	Building inspector	Structural engineer	Construction Manager

Building Inspector

Check building compliance with laws and regulations



Plumbing Inspector

Check plumbing work compliance with standards and regulations



ESLGE NGR A R C H H A N D

Architectural design is a concept that focuses on design components to create structures, buildings, and living spaces. Architectural designers use creativity and work with space elements to create coherent and functional structures.

Generally, Architecture is associated with drawings sketches, and outlines of a project. Architectural design is made up of many elements, processes, and phases. There are also other factors involved, that are related to geometry, space, and aesthetics.
Architect

Plan and design buildings and structures

Current As an architect, you design new buildings and skills Future renovations to existing structures. You use demand supply structural, mechanical and aesthetic design elements to influence the human experience Strong of being inside a space or environment. S83.313 Shortage You can work at an architectural practice or Moderate for a construction company. Regular visits to a site may be required. No Shortage You need the ability to design and plan for Soft 3-dimensional spaces. **Benefits** National and Professional role Salary international work A typical day may involve It helps to be good at creative and technical design getting advice from clients or management to determine the type, style and size of maths planned buildings or alterations planning and managing projects providing information about designs, communicating clearly . materials and estimated building times attention to detail preparing project documentation, including sketches and scale drawings writing specifications and contract documents for use by builders inspecting work in progress for compliance with plans, specifications and quality standards Qualifications / You may be able to work in pathway options construction (commercial, industrial and residential) Bachelor of Architecture government Architectural **Related roles** Landscape architect Interior designer draftsperson (building designer)



Architectural Draftsperson (Building Designer)

Prepare drawings and plans

As an architectural draftsperson, you prepare preliminary sketches, working drawings and specifications for an architect. You talk with builders and contractors to create and update plans, maps, charts and drawings for building projects.

You would generally work in the office of an architectural studio or construction firm, with some site visits required.

You should have an interest in technical design, engineering and construction.



critical thinking

technical design

managing projects

communicating clearly

using design software

You may be able to work in

construction

design

• working with clients and other stakeholders to understand the architectural brief

Office work

- preparing plans, sketches, working drawings and detailed specifications
- assisting construction managers, architects and surveyors
- estimating material costs

A typical day may involve

- interpreting plans, regulations and codes of practice
- coordinating work programs

Qualifications / pathway options

Benefits



- Cert IV in Residential Drafting
- Diploma of Building Design
- Advanced Diploma of Building Design

Related roles	Landscape architect	Architect	Interior designer

Landscape Architect

Plan and design land areas

As a landscape architect, you plan and design land areas for projects such as open space networks, parks, schools, institutions, roads and external areas for all building types. You may also work on land subdivisions.

Landscape architects compile and analyse site and community data about geographical and ecological features, landforms, soils, vegetation, site hydrology, visual characteristics and human-made structures. This information helps to formulate land use and development recommendations, and prepare environmental impact statements.



Benefits	Outdoor work	Professional role	Influence environmental sustainability
A typical day ma	y involve	It helps to be good	at
 about external a construction preparing report drawings, specif for land develop and details of pr modelling, struction inspecting work 	professionals and clients area designs, costs and is, site plans, working fications and cost estimates ment (showing location oposals, including ground tures, vegetation and access) in progress for compliance cifications and quality	 creative and technical design communicating clearly using design software planning and managing projects attention to detail 	
Qualifications / pathway options		You may be able to • construction (com	work in mercial, industrial and
Diploma of Landscape DesignBachelor of Landscape Architecture		residential)	
		• government	
Bachelor of Des	ign		
Related roles	Architect	Landscape gardene	r Land surveyor



Sally Wills, Director and Builder, Small Change Design and Construction, Melbourne

"I am a good example of someone who has become a builder without starting out with an apprenticeship. I started in administration support and worked my way up from there. If you want to learn how it works and are keen to get involved on site, you can become a builder."



@smallchangedesign

Sally Wills is a registered domestic builder and the sole director of Small Change Design and Construction Pty Ltd, which specialises in very small energy-efficient homes.

Sally has been involved in the building industry for the last 30 years in various roles, including co-director of a boutique residential construction company that built early works of several notable Melbourne architects. She was also involved with several developments that she co-owned, which allowed her to combine her interest in design and construction.

Later she worked as a contracts administrator for the Geraldton Building Company in Port Hedland, Western Australia, working on projects including the refurbishment of the Newman Hospital, construction of a tank farm at Mount Newman and provision of subcontractors facilities at the BHP HBI site. She initiated a residential division in the company to respond to BHP's requirements for an employee home purchase scheme and designed and supervised the construction of several homes before leaving the Pilbara for Geraldton.

In Geraldton, she commenced her own business providing concept design and documentation for subdivisions, planning permits and project management services. At this time, Sally also lectured at Central West College of TAFE, delivering the Cert. IV Interior Design Course.

When she returned to Melbourne in 2008, Sally formalised her previous experience by obtaining her builder's registration (Domestic Builder Unlimited) and completing the Advanced Diploma of Building Design (Architectural). Sally then set about designing a range of very small homes and launched her design and construction business in 2014.

Sally is a member of Master Builders Association of Victoria and sits on the MBAV Housing Committee. Small Change is a corporate member of Design Matters National and also created, sponsors and organises a student design competition: 'Small Home Big Life', to promote small house living to design students and the wider public via the Melbourne Home Show. Sally also serves as a member of the Building Appeals Board, hearing appeals disputes and requests for modifications relating to the Building Act, Building Regulations and the NCC.

Sally is also currently studying building surveying at night to continue ongoing professional development.

Interior Designer

A typical day may involve

Benefits

Plan and construct spaces

As an interior designer, you plan, design, detail and supervise the construction of commercial, industrial, retail and residential building interiors.

You aim to create an environment tailored to a purpose, with particular emphasis on space creation, space planning, and factors that enhance living and working environments.

Creativity

You may be able to run your own business.



Variety

A cypical day ma	y mitorite	it helps to be goo	aac
 researching and functional, effic requirements formulating des interiors preparing sketc and plans negotiating with suppliers and c selecting, speci functional and and products fc detailing and do for construction 	ocumenting selected design	 planning and ma design communicating keeping things c working calmly c 	organised
		You may be able to construction • design	to work in
Related roles	Architect	Architectural Draftsperson	Interior Decorator

Working with others

It helps to be good at

Interior Decorator

Plan interior design work

As an interior decorator, you plan the interior design of commercial or residential premises and arrange for decorating work to be done.

You may be able to run your own business.



Be	enefits	Creativity	Working with others	Variety
A	typical day may	involve	It helps to be good a	at
· · · · · · ·	planning and des interiors, rooms, s leisure spaces planning interior as lighting, air-co communication of preparing drawin instructions advising on hiring designing furnitu working with arch contractors at the an interior space	abling gs, samples and decorating g trades re or fittings hitects and other e early stages of designing te with trends and legal	 managing projects design communicating cle keeping things orga working calmly und 	early anised
	ualifications / athway options	coration Retail Services and Decorating	 You may be able to construction design 	work in
Re	elated roles	Interior designer	Painter	Architectural draftsperson (building designer)

Landscape Gardener

Plan and construct gardens

As a landscape gardener, you plan and construct garden landscapes for residential, commercial or industrial locations.

It can be a physically demanding role.



Creativity

Working with others

using tools

.

.

It helps to be good at

working with others

communicating clearly

You may be able to work in

construction

maintenance

A typical day m	nay involve	

Outdoor work

- preparing plans and drawings, selecting . materials and plants, and scheduling landscape construction
- setting out and installing hardscape and • softscape structures
- constructing gravel and paved areas, walls, fences, pergolas, ponds, barbecues and garden furniture
- preparing seedbeds and growing sites ٠
- planting trees, bushes, hedges, flowers and bulbs
- preparing lawn areas by spreading topsoil • and planting grass or laying instant turf

Qualifications / pathway options

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Benefits



- Cert III in Landscape Construction
- Cert IV Landscape Construction Management
- Diploma of Landscape Construction Management
- Apprenticeship
- |- :

•	Iraineeship			

Related roles	Landscape architect	Gardener	Builder's labourer

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ESTIMATING BUILD

In construction, estimation is the process of forecasting the costs of building a structure. The estimating process may span several phases of a project, including schematic design, design development, and final construction documents.

Quantity surveyors and estimators read and interpret construction documentation (architectural and engineering plans, drawings, and specifications) to estimate the value of construction costs.



Quantity Surveyor

Estimate and monitor built environment costs

As a quantity surveyor, you estimate and monitor construction costs for buildings, infrastructure and resource assets.

You're involved throughout a project's life cycle, including at feasibility, design, construction, operation and end of use.

Some quantity surveyors also undertake tax depreciation, insurance estimation, mediation and arbitration.

You mainly work in an office with quality surveying or consulting firms, construction companies, or government agencies.

Benefits	Salary	Office work	Working with others
A typical day m	ay involve	It helps to be go	od at
 drawings and total costs preparing deta as tools to ass monitoring cha assessing effet 	tectural and engineering specifications to estimate iiled cost plans and estimates ist in budgetary control anges to designs and cts on cost d negotiating variations	0	
Qualifications / pathway optior • Bachelor of Co		You may be able • construction • consulting • government	to work in
Related roles	Construction estimator	Contract administrator	Construction manager



Current

Shortage

No Shortage

skills

supply

Future

demand

Strong

Soft

Moderate

Construction Estimator

Prepare estimates and cost plans



Contract Administrator

Prepare and maintain contracts



ADMINISTRATION

Administrative work includes filing information, managing an office and its supplies, answering and directing phone calls, writing and answering emails and scheduling appointments. Higher-level administrators can oversee the daily administrative operations of an entire company or project.

Business Administrators are responsible for supporting a business with organisation, scheduling, coordination and records management. Tasks included in business administration are:

- Preparing documents, presentations, and communications on behalf of the team or company.
- Assisting on bids and tenders, from coordination to publishing.
- Managing diaries and booking rooms for conferences, client workshops, networking events, travel and training.
- Providing customer service over phone, email and post.
- Preparing meeting rooms, including creating and circulating an agenda, taking minutes, providing refreshments and ensuring facilities are suitable.
- Ordering office supplies and managing stock control.



Accounts Clerk

Monitor accounts for credits and debits



*Average annual traineeship income

Vonette Mead, Operations Manager, Mead Con, Tasmania

"There are many opportunities for capable and motivated female apprentices. Pathways beyond apprenticeships are diverse – they can go anywhere – it's an exciting career."



Vonette Mead is a Co-Owner and Operations Manager at Tasmanian construction company, Mead Con. The company currently employs over 60 workers, including 17 apprentices, 2 of whom are young women.



The company is focused on employing and training apprentices, and Vonette considers the skills learned throughout the apprenticeship program as one of the most effective pathways to future full-time employment.

Mead Con also participates in programs that assist students to set themselves up for success by teaching them how to create a winning impression during selection processes, including resume presentation, effective interview techniques and building on their core competencies and skills.

Vonette feels that the current low numbers of women in the construction industry in Tasmania will continue to be addressed by providing comprehensive information on what the industry offers.

"Young People need to identify what they are interested in," she said, referencing that many students, particularly women, are not aware of how they could apply their passions and talents to the construction sector.

Additionally, she said that more women on work sites creates a culture that changes the mindset of workers toward women in construction. Cultural shifts pave the way for more women to enter the industry.

Vonette lists the opportunities of being creative, to be hands on, physically active and to work in the outdoors as the best things about working in construction. Despite the current low numbers of women in the industry, Vonette believes the future is bright.

Office Manager

Benefits

Organise the administration of an office

As an office manager, you keep an office running. You organise resources, administrative systems and office staff. You may be involved in hiring staff, managing performance, and organising payroll, training and supervision.

You may also assign work and manage the lease or building maintenance.

Office work



A typical day may involve	It helps to be good at
 planning office services and setting priorities allocating staff, space and equipment assigning work managing records and accounts liaising with professionals managing physical facilities and maintaining equipment complying with occupational health and safety regulations complying with relevant government legislation, policies and procedures 	 being organised communicating clearly using technology solving problems working calmly under pressure
Qualifications / pathway optionsImage: Construction• Diploma Business Administration	 You may be able to work in construction administration government professional services
Related roles Secretary	Cost clerk Bookkeeper



Fiona Bailey, Account Coordinator, Victoria

Winner of the Women Building Australia Mentee of Year Award 2021

Fiona is an Account Coordinator at BlueScope Steel and participated in the WBA National Mentoring Program 2021. Fiona found the program to be incredibly beneficial, her mentor was invaluable and right from the first mentoring session she gained a newfound confidence in her abilities. As the National Mentoring Program progressed she was equipped with various strategies, and developed short and long term goals, through a continuous change in her professional circumstances.



Fiona says:

"The WBA National Mentoring Program is a really valuable and well run program. I have gained immense benefit and I would like to thank Women Building Australia and Art of Mentoring for making this possible. My mentor Becky was incredibly passionate about the profession and mentoring and it was clear she was very experienced in both. She has had a profound impact on my career path and thinking."

Cost Clerk

Calculate operating expenses

As a cost clerk, you investigate the costs associated with operations, such as wages, materials and overheads.

You compile data to prepare operating budgets, and profit and loss calculations.



Benefits

Office work

A typical day may involve

- calculating and analysing the costs of proposed expenditure, wages and standard costs
- preparing bank reconciliations
- allocating expenditure to budget accounts
- summarising expenditure and receipts
- preparing records of standard costs and values for items such as raw materials and packaging supplies
- recording cost variations and contract price movements
- investigating the costs of proposed expenditures, quotations and estimates
- preparing reports

It helps to be good at

- maths and budgeting
- communicating clearly
- attention to detail
- using technology

Qualifications / pathway options		You may be able to work in		
	ss Administration Administration	 construction manufacturing government	curing	
Related roles	Bookkeeper	Construction estimator	Accounts clerk	

*Average annual traineeship income

Bookkeeper

Manage financial records and transactions

As a bookkeeper, you put together the records of financial transactions in account books and digital accounting systems. You evaluate the records and report any irregularities.

You may prepare business tax entitlements and obligations such goods and services taxes (GST) or business activity statements (BAS).

Work is usually in an office, with freelance bookkeepers often able to work from home.



Benefits

Office work

A typical day may involve

- keeping financial records
- monitoring cash flow and lines of credit
- preparing financial statements
- creating and analysing the budget and expenditure reports
- using account books, ledgers and accounting software packages or cloud accounting systems
- preparing invoices, purchase orders and bank deposits
- reconciling accounts against monthly bank statements
- verifying recorded transactions and reporting any irregularities to management

Qualifications / pathway options



- Cert IV Accounting and Bookkeeping
- Diploma of Accounting
- Bachelor Accounting

manufacturing

You may be able to work in

professional services

construction

It helps to be good at

being organised

attention to detail

using technology

maths and accounting

communicating clearly





Secretary (general)

Perform clerical and administrative tasks

As a secretary, you provide general clerical and administrative support to managers and professionals in an office.

You may be the first person who clients and customers speak with at the office.



Benefits	Office work	Working with others	
A typical day n	nay involve	It helps to be good	lat
 preparing rep corresponder proofreading maintaining a making travel actioning mai answering tel to inquiries taking meetin dictation greeting visite 	for grammatical errors ppointment diaries and arrangements I and maintaining records ephone calls and responding ng notes and transcribing	 being organised communicating c using technology writing attention to detai working calmly ur 	
Qualifications pathway optio		You may be able to • construction	work in
• Cert II in Busi	ness	 administration 	
• Cert III in Bus	iness Administration	• government	
• Traineeship		 professional servi 	Ces
Related roles	Contract administrator	Accounts clerk	Bookkeeper

*Average annual traineeship income

TRADES

Skilled trades jobs are occupations that require a special skills, knowledge or ability that can be obtained through a vocational school, college classes or specialized training, rather than university or tertiary training. Common types of career preparation for trades jobs include vocational training at a trade school, apprenticeship or on-the-job training.

For many young people, skilled trades jobs are a handson, active alternative to white-collar careers that typically demand tertiary training or university qualification.



Stonemason

Construct and renovate stone structures and monument masonry





Bailee Major, Qualified Carpenter, South Australia

"Any women who wants to have a go, do it! It doesn't matter who you are, where you're from, if you've never been on the tools in your life, you just have to have a go! And if you find your niche within the industry, don't be scared to go against the grain or social norm to get into it!"



@bclaire_carpentry

Bailee has loved being creative and hands on, which lead her into loving woodwork. What started out as a hobby quickly turned into passion which inspired her to take the plunge and ditch her mainstream study and career. She turned her love for wood working into a career in carpentry. Post her apprenticeship, Bailee wanted to have a crack at running her own carpentry business and that lead to the creation of B.Claire Carpentry.

Bailee's first job and taste of the building industry was straight into an apprenticeship after a trial period with a local carpentry business. They worked on framing, finish carpentry, and doing everything else in between! It proved to be a great start to her career. She had immense learning and got to experience doing many different tasks.

Bailee faced many challenges within the industry. She found it hard just being a "beginner" and tackling her apprenticeship. She believes that; "whenever you take on learning something new you just have try your best and trust you'll get quicker, better and stronger. It might not happen straight away and honestly, you might feel a little useless at times, but practice makes perfect and you'll get there!"

She found it challenging at times to feel accepted and worthy. She has experienced misogyny and the odd sexist comment that got thrown around, but her work ethic was soon realised by others. She was there to work. She was just as good and worthy of respect as anyone else who walked onto site, no matter their gender.

Bailee now specialise in finish and 2nd fix carpentry, mainly doing new home internals; hanging doors, architraves, skirting and other feature timber works inside homes. However running her own business solo means she also does all the schedules, phone calls, admin, accounting, planning and shopping on top of that. It all adds up to a few extra hours of work off the tools over the work week as well. She says;

"There is no recipe to success. You just have to work hard and back yourself. If you have enough passion and persistence to work at it, you WILL get there!".

Carpenter

Install and repair timber structures

As a carpenter, you construct, install, renovate and repair structures and fixtures of wood, plywood and wallboard. You may also work with plastic laminates, perspex and metals.

Work is on building sites and in existing buildings, or in a workshop.

It helps to have knowledge of building and construction, and good hand-eye coordination.



Physical work

Outdoor work

A typical day may involve

- studying drawings and specifications to determine materials required and installation procedures
- ordering and selecting timbers and materials
- cutting joints and materials
- assembling cut and shaped parts
- erecting framework and roof framing, laying sub-flooring and floorboards
- nailing fascia panels, sheaths roofs, and fit exterior wall cladding and door and window frames
- assembling prepared wood to form structures and fittings ready to install
- constructing concrete framework
- repairing existing fittings



- Cert III Carpentry
- Apprenticeship

You may be able to work in

- construction
- manufacturing

Earn while you learn

physical tasks

maths

technical design

using tools and machinery

It helps to be good at

home improvement

Related rolesJoinerBuilderBuilding associate

*Average annual apprenticeship income



Amanda Chhouk, 3rd Year Apprentice Carpenter, Melbourne

"Put yourself out there and don't be afraid of taking that step to enter a career in trades. Trades can take you places you wouldn't imagine are possible. Contact companies, network and hand out your resume, you'll never know who might have a position vacant that might be perfect for you."



@chhoukythechippy



Amanda has always had an interest in carpentry/woodworking and loved doing hands on jobs growing up. After graduating from high school, Amanda didn't think a trades career was possible, so she decided to study business at university instead. She studied at university for a bit and discovered quite quickly that it wasn't for her. By the end of her first semester she decided to leave and enrol in a carpentry pre-apprenticeship at a local TAFE. She loved doing the pre-apprentice and followed on through to find an apprenticeship which she is completing now.

Amanda's first involvement with the construction industry was doing a bit of work with her cousin in high rise building. Her cousin showed her the different areas in construction from being on the tools, to site management and project management. Following this, Amanda got her first paid job in the industry as an apprentice carpenter.

At the beginning the physical aspect of the job was a bit daunting for Amanda. Although she is already quite fit, jumping into a job where physical strength is required everyday was quite a shock to her system.

A typical day for Amanda involves waking up an hour before having to leave for work. She uses that time to collect herself, have a good breakfast and relax before she starts a busy day. Some days she goes to the gym for a quick workout before work to keep fit. She ensures she gets to work at least 15 minutes early so she can get her tools out, open the site gate and start setting up, so at 7am hammers in hand and it's all go go go. She breaks for lunch at 11am, talks about what's going on in week with the team and at 3:30pm it's tools down and time to head home.

Always sticking to her work ethic and being proactive are some of the key steps that have helped Amanda become successful. She always takes pride in her work and ensures she does everything to the best of her abilities.

Joiner

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Cut, shape and fit timber parts

As a joiner, you cut, shape and fit timber parts in workshops to form structures and fittings, ready for installation.

You may create kitchens and cupboards.



Gabrielle, 4th year cabinet maker

"I've always wanted to work with my hands doing a physical job! I had an interest in carpentry from a young age but was steered away as trades weren't considered suitable/safe for young women. Mr first job in the industry was labouring with my partner at his old workplace! I loved it so much I found my own cabinetmaking apprenticeship within a few weeks."



@gabby_the_cabby

"See if you can find labouring work with someone, even if it's just on the weekends. Familiarise yourself with some basic tools, drills, etc, relevant to the trade you wish to enter. Complete a pre-apprenticeship if there's one available.

I listened and asked ALL the questions. If I didn't know something or wasn't confident I said so. No point going off half cocked and stuffing up because you're too proud to ask.

Be annoying. Be a pest. If you're an apprentice, you're there to learn, and there's absolutely nothing wrong with doing everything in your power to be the best tradie you can be."

Jess Willis, qualified cabinet maker

"I didn't necessarily choose my carrier it just kind of chose me, I was wanting to be a carpenter but got offered the job in cabinet making and have never looked back."

"The four years I've been in the industry I've been a cabinet maker!

The physical side of things has definitely been a challenge and also being a visual learner it's challenged me to learn in different ways not just the way I know. I've definitely had a few people be unsure of me being a girl in the trade and wanting to talk to someone else but it's mostly been a pretty positive reaction from people.

My working day changes sometimes. I'll be out on site installing cabinets. Other days, I'll be in the workshop building cabinets, cutting on the saw, edging, anything and everything really.

It's probably the best thing you could do, the skills you'll learn are never ending and you'll have them with you for life. It will be tough at times but you just have to keep pushing and the reward is worth it at the end of everyday."





Cabinet Maker

Fabricate, assemble and repair wooden furniture



*Average annual apprenticeship income



Kimberley Smyth, Hey Sista Plumbing

"I put myself out there. I do a lot of paid and volunteer guest speaking events. Doing this from the start has opened doors for my business in both private maintenance and government housing. As there is little competition, I've found opportunities in small construction come to me and I have never had to pay to advertise my services."



"I wanted a career that would give my children the life I didn't have growing up. I first wanted to be a plumber in my early 20's but family and friends laughed at the idea and I was told it wouldn't work because I had two young children at the time. At 30 I was made redundant as a machine operator for a major newspaper. I was working nights at the time and I still had the dream I'd one day be a plumber with my own company. I finally talked my husband (also a plumber) into signing me on as a mature age apprentice. I had four children by then. I always felt more comfortable if my husband was home when trades worked in our home. I believed other women would feel the same, which lead me to starting a female plumbing company. I started with small maintenance then built to working in high end residential builds and small commercial.

I did my plumbing apprenticeship with Hey Sista Plumbing - the company I now own. I've been plumbing for almost 10 years. I was the only female apprentice plumber in my class and I was a mother of 4. In the beginning I found it isolating and I didn't feel like I belonged. That changed as my confidence built but it took at least until the end of my second year to feel I belonged just as much as anyone else. Balancing TAFE, work, kids and school pick up and drop off was hard sometimes but that is in any career as a parent.

Use every support available to you. I wish that 10 years ago there was the support there is today. I was lucky and have had some amazing teachers and organisations support me over the years. It's important to have others around you that believe in your goals. Reach out to other women in the industry. Join Tradeswomen Australia and SALT (supporting and linking Tradeswomen). I'm on the committee for both and always available to support those wanting to enter the industry."

Plumber

Install and repair piping

As a plumber, you install, maintain and repair pipes, drains, guttering and metal roofing, mechanical services and related equipment for water supply, gas, drainage, sewerage, heating, cooling and ventilation systems.

Other roles include a roof plumber, involving rainwater products such as gutters and downpipes. Drainers install and design belowground drainage systems, while gasfitters install and repair gas systems.



Benefits

Outdoor work

Physical work

It helps to be good at

customer service

working at heights

communicating clearly

physical tasks

using tools

Earn while you learn

A typical day may involve

- studying blueprints, drawings and specifications to determine the layout of plumbing systems and materials required
- setting out and installing hot and cold water systems and associated equipment
- installing water-based fire protections systems, including fire hydrants, hose reels and sprinkler systems
- designing and installing sanitary plumbing and water supply systems, discharge pipes and sanitary fixtures
- fabricating and installing soil and waste stacks
- assembling and installing mechanical services plant, air handling and conditioning equipment and small-bore heating systems
- installing sewerage and effluent pumping equipment and disposal systems
- installing below-ground drainage systems and associated ground support systems
- installing gas appliances, flues and pressure regulating devices
- fabricating and installing metal roofing, rainwater goods and flashings

Qualifications / pathway options

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You may be able to work in

- construction
- infrastructure services
- Cert IV Plumbing and Services
- Cert III Gas Fitting

Cert III Plumbing

Apprenticeship

Related roles

Fire protection equipment technician

Plumbing inspector

Builder's labourer

*Average annual apprenticeship income



Tammy Vos, Qualified Electrician, Geelong

"If you're interested definitely look into it, the community of women in trade is getting bigger and there is a lot of support for women out there now. Be prepared for some knock backs along the way but I think it all helps you grow into a great tradesperson overtime."



Kymberly Bouchardt, Qualified Electrician

"My advice would be to fearlessly chase the goals you have for yourself, if you want to start a career in the industry do the research on what you need to succeed in that area. Reach out and gain industry advice from people already in those areas, join groups online to surround yourself with likeminded people, look into events held by industry groups such as WBA, NAWIC, SALT and WIMARQ. There are endless resources at your fingertips (thank you internet), mentorship programs and TAFE open days."



"I decided fairly early that I wanted to work towards a career in the mining or construction industries but it was deciding in what capacity that took me the longest to decipher. After applying for any and all apprenticeships/traineeships on offer I landed my electrical apprenticeship. This job opportunity had me move sixteen hours from home to a place I had never been before, with no friends or family to chase the crazy aspiration of being a tradesperson.

I began my apprenticeship within the rail industry in 2016 and throughout my apprenticeship I was placed with other external companies to develop my skills and knowledge in the construction, industrial and domestic areas of electrical.

Throughout my career I have faced the typical (although I hope one day in the near future they are not) trials women in industry face. The commentary on your life choices, the opinion that you 'took a man's job', the sexist and misogynistic comments that unfortunately happen and uncomfortable situations that no one at work should be subjected to.

I would be lying if I said that I found my time easy but I took every day in my stride and if you ask me was it worth it? Absolutely. I am very proud of not only myself but the other women I now work alongside or have met along the way, who are also living their truths and working towards their chosen careers."

Electrician

Install and repair electrical wiring and equipment

As an electrician, you install, test, connect, commission, maintain and modify electrical equipment, wiring and control systems.

You can specialise in lift mechanics, which involves electric and hydraulic lifts, escalators and moving walkways. Or you can specialise in air-conditioning and refrigeration mechanics, which involves all types of systems in industrial, commercial and residential settings.



Benefits

Indoor & outdoor work

A typical day may involve

- examining blueprints, wiring diagrams and specifications to determine sequence and methods of operation
- measuring and laying out insulation reference points
- selecting, cutting and connecting wire and cable to terminals and connectors
- using electrical and electronic test instruments to trace and diagnose faults
- repairing and replacing faulty wiring and defective parts
- positioning and installing electrical switchboards
- connecting electrical systems to power supply
- testing continuity of circuit

Qualifications / pathway options



- Cert III in Electrotechnology Electrician
- Cert IV in Electrical Lift Systems
- Cert III Air Conditioning and Refrigeration
- Apprenticeship

Related roles E

Electrical linesworker

er Cabler

Electrical engineering technician

*Average annual apprenticeship income

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- physical tasks
- communicating clearly

It helps to be good at

- customer service
- using tools
- solving problems
- working at heights

You may be able to work in

infrastructure services

home improvement

construction

mining

manufacturing

TRADES



Amber Whitfield, apprentice electrician, Brisbane

"My advice to anyone looking at exploring a career in the construction or building industry is to just give it a go! Try out labouring with a company and complete a Cert. II career start in your chosen field. It might be daunting at first but you may find a job for a lifetime and learn skills you can use in every day life!"



#ambotheapprento

Amber's interest into building things began when she was in grade 3, her class did a lesson on how their toys worked and how the batteries operated the power, the sound and flashing lights. From that moment on she was hooked. She was fascinated with how electricity worked and how it powered lives.

Growing up Amber was strongly influenced by her stepfather and granddad who where both qualified Electricians, working on or running the gold mines or oil rigs. She knew early on that it was a stable career choice, however she never thought she would be any good on the tools and decided to pursue other pathways after grade 12. She started university with a nursing degree and wasn't very happy with it. She dropped out and got a full time job while she was contemplating "what next?". A couple of electricians were working at Amber's store, after a few encouraging words by an apprentice on site, she knew she had to at least just give the trades a try!

After looking for months for an electrical apprenticeship, Amber was offered a position as an apprentice Security Technician, installing and programming security cameras and access control equipment. After 11 months she decided to start her Electrical apprenticeship as she was intrigued by and loved the electrical side of her job.

One of the steps Amber took to become successful was always looking for opportunities to grow and learn. Whilst Amber was looking for an apprenticeship, she used her time to also labour for an electrical company one day a week. It gave her the opportunity to try the trade before she started and gain some hands on experience. She learnt as much as she could about different tools that are used in the industry which helped immensely when she started out as an apprentice.

Electrical Linesworker

Install and maintain electrical sub-transmission and distribution systems

As an electrical linesworker, you install, maintain, repair and patrol electrical equipment associated with electricity supply.

A related role is a technical cable jointer, which involves joining insulated electric power cables in underground conduits and trenches, and preparing cable terminations for connection to overhead lines and electrical equipment.



Outdoor work	Salary	Physical work		
A typical day may involve		It helps to be good at		
uctors and aerial equipment, nd cables and equipment naintaining equipment n electrical supply such s trical breakdowns and oles and associated continuity of electrical eet lighting nance on the aerial and lectricity supply network v voltage switching dware and cross arms	 physical task communicat using tools solving prob working at h 	ting clearly lems		
s 🛠 😰	You may be at			
ower Systems Overhead Systems Overhead ower Systems Cable Jointing	 infrastructure services 			
Electrician	Cabler	Electrical engineering technician		
	Ay involve uctors and aerial equipment, nd cables and equipment naintaining equipment n electrical supply such s trical breakdowns and oles and associated continuity of electrical eet lighting nance on the aerial and lectricity supply network v voltage switching dware and cross arms s overhead Systems Overhead overhead over Systems Cable Jointing	ay involve It helps to be uctors and aerial equipment • physical task naintaining equipment • communicat n electrical supply such • solving prob s trical breakdowns and bles and associated • working at h continuity of electrical • working at h eet lighting • working at h nance on the aerial and • working at h lectricity supply network • voltage switching dware and cross arms • construction s Image: Solving be all ower Systems • construction overhead • overhead ower Systems • construction ower Systems • all ointing		

Tiler (Roof Tiler/Wall and Floor Tiler)

Cover roofs or walls to keep the structure or area waterproof



Plasterer

Apply plaster to interiors and exteriors of structures

As a fibrous plasterer, you apply and fix plasterboard partitions, suspended ceilings, fire rating systems, acoustic tiles, and composite wall linings to buildings.

As a solid plasterer, you apply decorative and protective coverings of plaster, cement and similar materials to the interiors and exteriors of structures.



Outdoor & indoor work Physical work

Earn while you learn

A typical day may involve

Benefits

- determining plasterboard layout and installing insulation and vapour barriers
- measuring, marking and cutting plasterboard, lifting and positioning panels and securing them to walls, ceilings and battens
- preparing corner beads and securing them in position
- covering joins and nail holes with wet plaster and sealing compounds, and smoothing them using a wet brush and sandpaper
- plumbing and straightening corners, angles and wall and ceiling surfaces
- applying and finishing acoustic, insulating and fireproofing materials bonded with plaster, plastic cement and similar materials
- fixing pre-cast cornices, panel mouldings, ceiling centres and other plaster fittings
- mixing and applying coats of plaster, cement and render to structures using trowels, and levelling and smoothing coats to uniform thickness
- creating decorative textures in finishing coats

It helps to be good at

- physical tasks
- communicating clearly
- painting
- attention to detail
- using tools

TRADES

Qualifications / pathway options		You may be able to work in		
 Cert III Wall and C Cert III Solid Plas Apprenticeship 	0 0	• constructio	n	
Related roles	Painter	Tiler	Concreter	
*Average annual a	apprenticeship inc	ome		

Victoria Waring, Director & painter, Victoria Waring Painting,

"Construction is a great industry because the harder you work, the more you get out of it."



@VictoriaWaringPainting

Victoria Waring, founder of painting business Ms Fix, is a person who shows just how far hard work and ingenuity can take someone in the construction industry.

She has not only run her own business for the last 15 years but is also the first woman to win awards at the Master Painters Awards of Excellence. Starting in the industry at the relatively advanced age of 25, Victoria did



not do an apprenticeship, instead studying a painting and decorating course at TAFE.

Eventually, she was able to start her own business. While noting that conditions and opportunities for women in construction are much better than when she started in the 1990s, Victoria believes that continued improvement will come from having more female role models and general cultural change in the workplace.

Karly Gaffy, qualified painter & decorator, Melbourne

"After finishing Year 11 in high school and realised I didn't want to do year 12, so I got a job at Bunnings, my first job. I saw so many tradies come and go and noticed a few female tradies and realised I'd like to give a trade a go!"



@that.painter.chick.karly

"My first job was painting and decorating and I'm still doing it 6 years later. I fell in love with painting on my first two-week trial and ever since then I honestly haven't looked back or wanted to do anything else.

I believe that no matter what you do it's not always going to be easy, but that doesn't mean it won't be worth all your hard work. I think for me, one of the hardest challenges I faced was myself. I would second guess myself and most times thought I wasn't good enough. I guess it didn't really help also that one of the bosses I had didn't do me any favours in my work. But, as there was bad there was good too. I fell in love with painting and was so enthusiastic about it when I first started. You'll always face challenges, it's how you react and go about dealing with them that is important."


Painter

Protect and decorate surfaces of buildings and structures

Current As a painter, you apply paints, varnishes skills Future and stains to surfaces using brushes, rollers supply demand and sprays for a clean and professional application. You may also hang wallpaper, Strong \$45.236 matching patterns and trimming edges. Shortage Work is indoors or outdoors at residential and (\$30,120*) Moderate commercial buildings. You may get to work No Shortage with customers on colour selection and styles. Soft **Benefits** Outdoor & indoor work Physical work Earn while you learn A typical day may involve It helps to be good at constructing scaffolding and ladders and physical tasks . placing drop sheets to prevent paint splatter . attention to detail removing old paint and wallpaper, fixing customer service woodwork, filling holes and cracks, and working at heights sealing surfaces mixing paints to required colours cleaning equipment and work areas applying paint and decorative paint finishes Qualifications / You may be able to work in pathway options construction Cert III Painting and Decorating home improvement Apprenticeship **Related roles** Plasterer Interior decorator Tiler *Average annual apprenticeship income

Bricklayer

Construct and repair walls and other structures



Floor Finisher

Install and finish floor coverings

As a floor finisher, you measure, cut, install and repair floor coverings. These can include carpets, linoleum, parquetry blocks, cork tiles and other resilient flooring materials.



Indoor work	Physical work	Earn while you learn
nay involve	It helps to be goo	d at
eas to be covered and ans to estimate quantities ing materials required faces for covering and seboard trims utting and fixing underlay ngs over floors, matching ting shapes around fixtures edges r coverings and fitting edge ways hing and applying finishing mber floors I, ceiling, counter and bench	 physical tasks attention to deta communicating of using tools 	
ns E	You may be able tconstructionhome improvement	
	Cabinet maker	Tiler
	nay involve eas to be covered and ans to estimate quantities ing materials required faces for covering and seboard trims utting and fixing underlay ngs over floors, matching ting shapes around fixtures redges r coverings and fitting edge ways ning and applying finishing mber floors t, ceiling, counter and bench	 hay involve eas to be covered and ans to estimate quantities ing materials required faces for covering and seboard trims utting and fixing underlay hay and fixing underlay hay and applying finishing mber floors hay and apply a

Glazier

Measure and fit glass and mirrors



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Welder / Fabricator

Use various welding techniques to fabricate metal products

products using var Other related roles who marks off and for structures such vessels. While bein worker involves ma sheetmetal to othe A pressure welder repairs pressure ve	assembles, welds and essels and pipes, and a ates production machines	\$76,674** (\$39,982*)	Current skills supply Future demand
Benefits	Variety of roles	Earn while you learn	Salary
 and measuring joining metal se techniques, bol examining weld penetration and 	be joined using hand tools instruments ctions using various welding ting and riveting s for width of bead, I precision	 It helps to be good a physical tasks attention to detail using tools and ma 	
chiselling and g Qualifications / pathway options		You may be able to v • construction • manufacturing • mining	work in
Related roles	Metal fabricator	Builder's labourer	Sheetmetal trades worker

**Based on the average annual income from: Sheetmetal Trades Worker, Metal Fabricator, Pressure Welder, Fitter-Welder & Welder (First Class)

*Average annual apprenticeship income

Gemma Forsythe, Office Manager & Concreter, South Australia

"I've always had the saying 'Just because it's a maledominated industry doesn't mean that it's a male-only industry.' That's something I really stick by and try to educate women who may be struggling with acceptance on site or perhaps are wanting to enter the industry and are feeling a bit daunted. Absolutely, as a woman, it might take me a little while longer to do something, purely because of my strength and size, but that doesn't mean I'm not going to give it 100%, give it my all and get the job done."



@AllSuburbsBitumen

"I've been in the asphalt industry for 17 years now, so most of our clients have watched me learn and grow. I have always asked a lot of questions, because I feel that the more knowledge you have, the more you'll learn and the more you'll be taken seriously by your peers (which in my case are all men). Also, the best thing I ever did was get in and get the dirty work done. I love prep work and by showing your male colleagues that you aren't afraid to get in and get the hard work done and do all of the same jobs that they do, I find you earn more respect in the workplace."



Concreter

Pour concrete for floors and other structures

As a concreter, you mix, pour, spread, finish, reinforce and cut concrete for structures such as floors, stairs, bridges, buildings ramps and footpaths.

Work is on construction sites, usually outside. You typically work normal business hours but can also work early mornings, evenings or weekends.



A typical day may involve

- interpreting building plans or drawings
- weighing and mixing concrete materials (gravel, sand, cement and water)
- pouring, spreading, compacting, smoothing and polishing concrete, by hand or machine
- constructing concrete form work and laying steel reinforcing
- driving heavy vehicles such as concrete trucks
- operating trowelling machines to float, trowel and polish concrete surfaces
- forming expansion joints and edges using edging tools, jointers and straight edges
- installing fixtures in concrete such as anchor bolts, steel plates and door sills
- cutting lines in concrete using power cutters
- decorating poured concrete with colouring powders and other materials

Qualifications / pathway options



- Cert III Concreting
- Traineeship
- Apprenticeship

Related roles

Carpenter

It helps to be good at

- physical tasks
- using tools and machinery

You may be able to work in

- construction
- home improvement

Bricklayer

- infrastructure services
 - Builder's labourer



Cabler (Data and Telecommunications)

Install internal cables and equipment

As a cabler (data and telecommunications), you install internal telecommunications and data cabling, equipment and peripherals for computer networks, telephony, cable television and monitored security and fire alarms.

Similar roles include a telecommunications cable jointer, which involves joining, terminating and repairing copper and fibre optic telecommunications cables in underground pipes, trenches and overhead systems.

A telecommunications linesworker installs, maintains and repairs external telecommunication equipment such as aerial lines, conduits and underground cables, radio and mobile phone antennae, and limited items of terminal equipment.



Benefits	Technical	Indoor & outdoor work	Earn while you learn
 A typical day may involve examining drawings, specifications and work areas to determine positioning and connections for equipment to be installed installing cabling for telephone, radio, pay tv and computer transmission joining cables and seals sheaths with lead 		 It helps to be good at electrical work being thorough and analytical solving problems working at heights 	
And thermopla Qualifications / pathway option • Cert III Telecom	stic	You may be able to w • construction • telecommunications	
 Cert III ESI – Po Cable Jointing 	ower Systems – Distribution nmunications Technology		
Related roles	Electrician	Electrical linesworker	Electrical engineering technician

*Average annual apprenticeship income



Fire Protection Equipment Technician

Protect people and properties from fire damage





MACHINE OPERATORS

Machine (Plant) operators are responsible for operating heavy machinery and equipment used in industrial and manufacturing processes. This can involve digging trenches, excavating, crushing rocks, transporting materials and many other tasks.

These operators may specialise in the operation of a specific plant type or develop skills with a variety of equipment and machinery over the course of their career. The role is heavily reliant on operation and control, making it a suitable career path for physically capable individuals who enjoy completing practical, hands-on tasks.



Concrete Production Machine & Plant Operator

Operate machines or plants to create concrete, stone and cement

As a concrete products or stone processing machine operator, you operate machines to manufacture moulded concrete products, or cut and finish stones for tiles, building blocks and facings.

As a cement production plant operator, you produce cement, lime and clinker, while a concrete batching plant operator produces batches of concrete from cement, sand, aggregate, water and other ingredients.

Plant operators earn more on average than machine operators.



Benefits	Outdoor work	Physical work	
A typical day m	ay involve	It helps to be good	at
 products into valves and conversion of the setting up and machine fixtur collecting and conformity to machine setting setting grinds using hand to roughly hewn 	examining samples for specifications and adjusting ngs accordingly and cutting edges ols to cut, inscribe and polish stone to finished condition mixing ingredients	 communicating cl using tools and ma 	
Qualifications / pathway optionsImage: Constraint option• Cert III Manufactured Mineral Products• Cert III Concreting• Cert III Process Plant Operations• Traineeship		 You may be able to construction manufacturing mining wholesale trade 	work in
Related roles	Earthmoving plant operator (general)	Concreter	Civil construction operators

**Based on the average annual income from: Concrete Products Machine Operator, Stone Processing Machine Operator, Cement Production Plant Operator & Concrete Batching Plant Operator



Driller

Operate drilling rigs



Earthmoving Operator (General)

Operate a range of earthmoving plants

As an earthmoving plant operators (general), you operate a range of earthmoving plants to assist with building roads, rail, water supplies, dams, treatment plants and agricultural earthworks.

Similar roles include a backhoe operator, bulldozer operator, excavator operator, grader operator, and loader operator.



A typical day may i	nvolve	It helps to be good a	at
Benefits	Salary	Outdoor work	Physical work

•

A typical day may involve

- selecting, fitting and removing attachments such as buckets, winches, loading scoops, shovel blades and rock breaking hammers
- operating controls to excavate, break, drill, • level, compact, gouge out, move, load and spread earth, rock, rubble, soil and other materials
- monitoring operation of plant and adjusting . controls to regulate pressure, speed and flow of operation, and ensure safety of other workers
- raising, lowering and manipulating attachments using manual and hydraulic controls
- servicing, lubricating, cleaning and • refuelling plant and performing minor adjustments and repairs

Qualifications / pathway options

- . Cert II Civil Construction
- Cert III Civil Construction
- Traineeship
- Apprenticeship

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Related roles
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construction

You may be able to work in

communicating clearly

using tools and machinery

working with others

government

Driller	Crane, hoist or lift	Civil construction
	operator	operators

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Crane, Hoist, or Lift Operator

Move and place materials and equipment



A typical day may involve

- testing the operation of plant before use to ensure safety
- operating controls to rotate cranes, move cranes on fixed rails, raise and lower jibs and booms, and raise, lower and move hooks and objects
- working with others to position hooks and raise, move and place loads
- controlling the movement of loads, and monitoring speed, acceleration and braking distances directly and by signalling to other operators
- monitoring plant operation, instruments and gauges to detect malfunctions and problems
- lubricating ropes and winches on cranes and replacing worn cables
- operating overhead cranes suspended by cables from cranes using hand controls

Qualifications / pathway options



- Cert III Construction Crane Operations
- Cert III Mobile Crane Operations
- Traineeship
- Apprenticeship

Related roles

Earthmoving plant operator (general)

You may be able to work in

It helps to be good at

communicating clearly

using tools and machinery

- construction
- manufacturing

Builder's labourer

- mining
- transport and warehousing

C	ivil construction
C	perators



Civil construction operators

Operate machines on civil construction projects



**Based on the average annual income from: Concrete Pump Operator, Sand Blaster, Linemarker, Paving Plant Operator & Road Roller Operator



CONSTRUCT ABOUR

Builder's labourers assist tradespeople on building and construction sites by doing a range of unskilled and semi-skilled manual labouring jobs such as digging trenches, unloading building materials and preparing job sites. They use a range of hand and power tools in their duties and are also expected to operate and clean heavy machinery.

Labourers may prepare sites by cleaning them, loading or unloading materials, removing hazards, or put together and take apart scaffolding and other temporary structures. They are essential to highway construction, building, and environmental remediation. Labourers may also become specialist construction workers such as steelfixers, doggers, riggers, scaffolders or concrete workers.



Builder's Labourer

Erect and repair structures and facilities onsite or in a factory

Current As a labourer, you perform a variety of routine skills Future manual tasks to assist tradespeople. This can demand supply involve working on building and construction sites, or producing prefabricated building Strong components in a factory. Shortage There are numerous labouring specialities, Moderate including plumbing, drainage, sewerage and No Shortage stormwater, earthmoving, demolition, fencing, insulation and home improvements. Soft **Benefits** No formal gualification Outdoor work Physical work required A typical day may involve It helps to be good at loading and unloading building and physical tasks construction materials, tools and equipment communicating clearly and transporting them around building sites following directions putting up or removing temporary structures • using tools such as barricades and scaffolding mixing and spreading materials such as • concrete, plaster and mortar spreading soil, gravel and sand on roads • and driveways assembling and installing piping, valves and fittings installing fixtures such as toilets, wash basins and sprinkler systems digging holes and moving excavated • material onto conveyors, wheelbarrows and trucks for removal Qualifications / You may be able to work in pathway options

- Cert I Construction .
- Cert II Construction •
- Cert II Construction Pathways .
- Cert II in Drainage
- Cert II in Plumbina
- Cert III Demolition
- Traineeship

Related roles Road constructor Eart (ger	moving operator Scaffolder eral)
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- construction
- manufacturing
- infrastructure services
- home improvement

LABOURERS



Kirsty Reaks, Project Manager, Downer, Canberra

"I think for a long time it was fear of not being good enough – not knowing much about the industry I was very inquisitive about what the roads surfacing business was because I felt like I didn't know everything. 7 years later I still don't know everything, but that fear is long gone and been replaced by confidence in my skills knowledge and ability to source information when I require it."

"The construction industry found me!", Kirsty Reaks, a Project Manager at Downer tells us when we ask her how she got into the industry. Kirsty's story is one for the books, she was completing her nursing degree when she needed a job that would allow her to work around her placements and study. She was drawn to the flexibility that working casually as a traffic controller gave her. This was the starting point for Kirsty. She received exposure to different elements of the construction industry and discovered that the industry was one that she wanted to pursue a career in. Kirsty worked as traffic controller before Downer gave her a big break in offering her a position as junior site administration clerk within their Roads business.

Kirsty's current role is all about the road surfacing business. She primarily deals with local and state governments working with them to deliver road maintenance projects that meet the expectations of the public. She also spends time working on a national project called Ben Hur where Downer is looking to address the risks associated with working in live traffic on their worksites and her background as a traffic controller plus being on the crew has placed her in a fantastic position to provide knowledge to the larger business.

Road Constructor

Build roads and other infrastructure







Scaffolder

Erect and dismantle structures

scaffolding to provi building and indust provide temporary and seating. Related roles includ positioning and sec to reinforce concet steel erector erects buildings and other rigger assembles an	e erect and dismantle de work platforms on rial sites. You may also structures such as staging e steel fixer, which involves uring steel bars and mesh te structures. A structural and dismantles frames for structures. A construction nd installs rigging gear, while cts the movement of loads.	\$73,571	Current skills supplyFuture demandShortageStrong ModerateNo ShortageSoft
Benefits	No formal qualification required	Outdoor work	Physical work
 components to f up scaffolding lifting and position scaffolding erecting guard ra clamps, laying plate 	r involve g tubes, braces and form bases and build oning sections of ils, guy wires, ropes and anks and hanging safety nets removing scaffolding from	 It helps to be good physical tasks communicating classing tools and mage working at heights 	early achines
Qualifications / pathway options • Cert III Scaffoldir • Cert III Rigging • Cert III Steelfixing • Traineeship	g	 You may be able to construction mining 	
Related roles	Steel fixer	Builder's labourer	Crane, hoist or lift operator

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Women Building Australia

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The building and construction industry offers women, a vast array of rewarding career opportunities, well paying jobs and the ability to upskill. It provides the flexibility to explore different pathways and choose what is right for you.

Get on a training pathway to a great job, a rewarding career and the chance to be your own boss as one of the thousands of successful businesses in our industry.

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