

## Industry Liaison Officer

### About Tec-NQ

Tec-NQ is different. We are a registered training organisation (RTO), an independent senior secondary school and an accredited boarding school delivering education and vocational training to the Townsville and North Queensland region, in a work-based training environment.

At Tec-NQ we are extremely passionate about training the next generation of trade professionals and about building a workplace culture where our people feel empowered to make a difference and are excited about what they do! We provide opportunities for professional growth and foster collaboration and camaraderie amongst our team, all the while prioritising the safety of our people and students.

### About the Role

Tec-NQ is seeking a motivated and supportive Industry Liaison Officer who will support work placements and trade apprenticeships in the North Queensland region. The Industry Liaison Officer will be responsible for maintaining strong links with industry, securing work placements for senior school students and conducting apprenticeship inductions.

We are currently seeking a suitably qualified applicant to join the team in a full-time role based at our main office in Townsville. Some travel will be required to support clients at our branches in Mackay and Cairns. A company car is supplied for work travel.

### Selection Criteria

#### Essential

1. Proven customer service and networking skills to achieve business outcomes.
2. Demonstrated ability to develop and maintain professional relationships.
3. Effective business communication and representation skills.
4. Demonstrated ability to structure workload independently to meet delivery timeframes, operate within a dynamic business environment and work under pressure.
5. A Queensland Working with Children card or the ability to obtain.
6. Current C-Class Australian Drivers Licence.

#### Desirable

1. A sound understanding of the Vocational Education and Training system and the awareness of VET in Schools and School-Based Apprenticeships.
2. Demonstrated knowledge of trade industries (construction, electro technology, automotive, engineering, health, hospitality) and the key skill demands relating to the region.
3. Demonstrated ability to coach or mentor young people.

### Apply

If you believe you have the experience, skills and qualifications, please submit your resume and cover letter addressing the above selection criteria in an email to Demi Scarfone, Human Resources Advisor.

**Forward your resume and response to selection criteria by Sunday 3<sup>rd</sup> October 2021, to:**

Demi Scarfone  
Human Resources Advisor  
07 4779 2199  
Email: [demi.scarfone@tecna.com.au](mailto:demi.scarfone@tecna.com.au)