



# APPRENTICE ROTATION PROGRAM



GTNT Group is a community based not-for-profit organisation and we have been creating quality training to employment opportunities for 32 years for over 6,500 apprentices and trainees and partnering with over 1,500 Host Businesses across the Northern Territory.

This program allows businesses to engage a GTNT Group apprentice through a rotation placement to ensure they gain exposure to all facets of their qualification. Under this program GTNT Group will remain the legal employer of the apprentice, while the host business will cover the standard 38 hour per week of wages for the apprentice.

## OUR SERVICES UNDER THIS PROGRAM INCLUDES:

- ✓ Management & mentoring support
- ✓ Administration services

## COST

The price is \$220 including GST per apprentice, per rotation.

## 1. MANAGEMENT & MENTORING SUPPORT

*You will be assigned a designated GTNT Group Employment Specialist who will support both the apprentice and supervisor, along with managing and mentoring the apprentice. They will provide:*

- Monthly visits to your workplace
- Additional visits as required to deal with priority workplace related issues
- Administration of all training contract paperwork
- Monitoring the quality of training provided by the selected RTO
- Work Health & Safety (WHS) training for all apprentices

## 2. ADMINISTRATION

*Our experienced administration team will provide the following services:*

- Weekly payroll on submissions of time sheets
- Superannuation, including information about superannuation options and contribution
- Manage changes to industrial instruments including Fair Pay Commission increases
- Customised payroll reporting by negotiation
- Management of workers compensations, including return to work plans
- Arrangement of travel and accommodation if required to attend off the job training