



ABOUT MASTER BUILDERS WA

The Master Builders Association of Western Australia (Master Builders WA) is a member-based association that services the Building and Construction Industry.

Its members consist of builders, subcontractors, suppliers and consultants in both the commercial and residential sectors covering the state of Western Australia.

The Association has been representing and promoting the views and interests of the building and construction industry in WA since 1898. Since that time, the association has grown to become the pre-eminent industry voice, recognised for its advocacy and strong lobbying influence.

Master Builders WA provides its members specialised products and services, which includes building contracts, training, legal services, industrial relations, technical advice, industry economics, insurance and safety advice.

VISION:

Master Builders WA assists members in growing the Building and Construction Industry's significant contribution to the economy and community.

MISSION:

Master Builders WA is the peak industry association for the building and construction industry.

PURPOSE:

Master Builders WA is a membership-based industry association providing our members with highly valued, specialised building industry services through:

- Strong Industry Advocacy and Representation.
- Trusted Advice and Information.
- Tailored and Relevant Products and Services.
- Quality and Relevant Training.
- Promotion of Construction Excellence.
- National Representation via Master Builders Australia.
- Career and Professional Pathways

CULTURE:

Master Builders WA will drive its vision with a culture that is:

- Forward thinking and committed to the growth of the Building and Construction Industry.
- Orientated to high performance and achieving goals to ensure our success.
- Service based, driven by integrity and collaboration.
- Committed to evidence-based decision making.
- Strong in leadership of the Building and Construction Industry across all sectors.

VALUES:

Integrity, Success, Service, Collaboration

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ABOUT THE APPRENTICE AWARDS

The Master Builders Apprentice Awards celebrate outstanding talent and the quality of overall standard of achievement of apprentices employed within the Western Australian Building and Construction Industry.

Open to all apprentices in construction trades, winners of these awards are recognised as the future leaders of the Industry. Applicants will be assessed on their work ethic, communication skills, competency levels, commitment to safety, overall ability, and potential.

Many past winners have become successful contractors and builders who are well renowned in the Building and Construction Industry today, and have gone on to win other Master Builders awards.

Master Builders Association of Western Australia has a commitment to showcasing the best of the Building and Construction Industry in Western Australia and produces the **Commonwealth Bank Excellence in Construction Awards**, **Commonwealth Bank Housing Excellence Awards**, **Regional Building Excellence Awards** and **Apprentice Awards** programs to reward its members for demonstrating exceptional craftsmanship, commitment to building excellence, and upholding the highest professional standard.

IMPORTANT DATES

Please see below for relevant dates:

ENTRIES OPEN	NOW
ENTRIES CLOSE	Friday 2 February 2024
INTERVIEWS	Week of 19 February 2024
2023 MASTER BUILDERS APPRENTICE AWARDS	Friday 22 March 2024

ENTRY FEES

All entries into the 2023 Master Builders Apprentice Awards are **free-of-charge**.

SUBMIT YOUR ENTRIES VIA EMAIL TO
events@mbawa.com

MBA WA CONTACT DETAILS

Please don't hesitate to contact us should you have any queries.

Master Builders Association of Western Australia - Events

Phone: 08 9476 9800

Email: events@mbawa.com

CATEGORIES

APPRENTICE AWARDS

These awards recognise Apprentices in their chosen trades and within their apprenticeship year. Apprentices being nominated into these categories should show a strong work ethic, high level of communication skills, high competency in their trade and demonstrate an overall commitment to safety. Apprentices may be from a group scheme or directly indentured.

Trade Awards within this category:

- Most Outstanding First Year "Bricklayer/Carpenter/Concreter/etc" Apprentice
- Most Outstanding Second Year "Bricklayer/Carpenter/Concreter/etc" Apprentice
- Most Outstanding Third Year "Bricklayer/Carpenter/Concreter/etc" Apprentice
- Most Outstanding Fourth Year "Bricklayer/Carpenter/Concreter/etc" Apprentice

For the following trades:

- Bricklaying**
- Cabinet Making**
- Carpenter**
- Carpentry and Joinery**
- Civil Constructions**
- Concreter**
- Electrical**
- Glazier**
- Joiner**
- Painter and Decorator**
- Plastering**
- Plumbing and Gas Fitting**
- Roof Carpentry**
- Wall and Ceiling Fixing**
- Wall and Floor Tiling**
- Other - Please Specify**

Overall trade category winners from each year group compete to win the Most Outstanding Apprentice Award within their year group, for example:

- Most Outstanding First Year Apprentice
- Most Outstanding Second Year Apprentice
- Most Outstanding Third Year Apprentice
- Most Outstanding Fourth Year Apprentice

Most Outstanding First/Second/Third/Fourth Year Apprentice Award winners become finalists in the overall Master Builders Apprentice of the Year Award.

MAJOR APPRENTICE AWARD CATEGORIES

APPRENTICE OF THE YEAR (non-entered)

Recognises the overall best Building and Construction Industry apprentices across all categories who have demonstrated commitment to their training. Applicants will be assessed on their overall achievement in studies and on-the-job training via written submission and subsequent interview.

Most Outstanding First / Second / Third / Fourth Year Apprentice Award winners and the Regional Apprentice of the Year compete to win the overall Master Builders Apprentice of the Year Award.

MOST OUTSTANDING REGIONAL APPRENTICE (non-entered)

Recognises Building and Construction Industry apprentices who have demonstrated commitment to their training. Applicants will be assessed on their overall achievement in studies and on-the-job training.

The overall winner from the regions (Goldfields Esperance, Mid West, Great Southern, South West and Kimberley Pilbara) will go into the running for the 'Apprentice of the Year' Award, to be presented in Perth.

MOST OUTSTANDING FEMALE APPRENTICE (non-entered)

Recognises female Building and Construction Industry apprentices who have demonstrated commitment to their training. Applicants will be assessed on their overall achievement in studies and on-the-job training via written submission and subsequent interview.

Female Apprentices must first nominate for an Apprentice Award and win their nominated Trade Category to be eligible to be a finalist for this Award.

MOST OUTSTANDING ABORIGINAL/TORRES STRAIT ISLANDER APPRENTICE (non-entered)

Recognises Aboriginal and Torres Strait Islander Building and Construction Industry apprentices who have demonstrated commitment to their training. Applicants will be assessed on their overall achievement in studies and on-the-job training via written submission and subsequent interview.

Aboriginal and Torres Strait Islander Apprentices must first nominate for an Apprentice Award and win their nominated Trade Category to be eligible to be a finalist for this Award.

SPECIALTY CATEGORIES

EMPLOYER TRAINER OF THE YEAR AWARD

Recognises the Building and Construction Industry employers who are committed to training. Applicants will be assessed on their overall commitment to providing training to employees/apprentices.

LECTURER OF THE YEAR AWARD

Recognises the Building and Construction Industry employers who are committed to training. Applicants will be assessed on their overall commitment to providing training to apprentices.

MARK ALLEN MEMORIAL FUND EXCELLENCE IN WORKPLACE HEALTH AND SAFETY AWARD - APPRENTICE

For demonstrating the highest standards and commitment to safety on the job.

In order to be eligible to enter this award, an apprentice must have first entered into the general Apprentice Awards under their year and trade category.

MARK ALLEN MEMORIAL FUND EXCELLENCE IN WORKPLACE HEALTH AND SAFETY AWARD - EMPLOYER

This award recognises those who employ apprentices and demonstrate the highest standards of occupational health and safety in the building and construction industry.

In order to be eligible to enter this award, an employer trainer must have first entered into the Employer Trainer of the Year Award.

ENTRY REQUIREMENTS

APPRENTICE AWARDS

Applicants will be assessed on their overall standard of achievement and potential, taking all the information provided in this nomination form into consideration. Please complete each section in full.

Address all criteria where relevant and where there is insufficient space, please attach any additional information.

Please ensure as much information as possible is provided in the entry as the judges review the submissions to determine the winners of each category.

Requirements for all Apprentice Award entries include:

- A completed entry submission
- Proof of Apprenticeship (include Course Code and Training Provider)
- Most recent academic records or statement from Training Provider (include Course Code and Training Provider)
- List and/or testimonials of relevant work experience / volunteer work / community work undertaken
- 1 x High resolution photo (headshot) - clear and showing the Nominee's face
- 1 x High resolution photo (on site) - clear and showing the Nominee's face
- A statement about the nominated apprentice addressing the below:
 - Examples of work undertaken on site by the apprentice
 - What projects they have undertaken recently (noting unusual projects or work displaying a high level of skill)
 - Why they deserve to be recognised as the best in their trade
- Additional documentation and/or attachments to support your entry (e.g. references from staff/lecturers)

EMPLOYER TRAINER OF THE YEAR

Requirements for all Employer Trainer of the Year entries include:

- A completed entry submission
- 1 x High resolution photo (headshot) - clear and showing the Nominee's face
- 1 x High resolution photo (on site) - clear and showing the Nominee's face
- 1 x High resolution Company logo (PNG or EPS format)
- Additional documentation and/or attachments to support your entry:
 - Provide information on demonstrated quality training provided by your organisation,
 - How you integrate on-and-off the-job learning.
 - How training is integrated into your business practices and any additional support offered to apprentices/trainees.
 - Evidence of references, previous awards and other information highlighting apprentices and trainees in your business

LECTURER OF THE YEAR

Requirements for all Lecturer of the Year entries include:

- A completed entry submission
- 1 x High resolution photo (headshot) - clear and showing the Nominee's face
- 1 x High resolution photo (on site) - clear and showing the Nominee's face
- 1 x High resolution Training Organisation logo (PNG or EPS format)
- Additional documentation and/or attachments to support your entry:
 - Provide information on demonstrated quality training provided by your organisation
 - Evidence of additional support offered to your apprentices/trainees
 - Evidence of references, previous awards and other information highlighting apprentices and trainees

MARK ALLEN MEMORIAL FUND EXCELLENCE IN WORKPLACE HEALTH AND SAFETY AWARDS

APPRENTICE: In order to be eligible to enter this award, an apprentice must have first entered into the general Apprentice Awards under their year and trade category.

EMPLOYER TRAINER: In order to be eligible to enter this award, an employer trainer must have first entered into the Employer Trainer of the Year Award.

Requirements for all entries in the Mark Allen Memorial Fund Excellence in Workplace Health and Safety Awards - Apprentice & Employer must include:

- A completed entry submission for the relevant prerequisite category (Apprentice Awards and Employer Trainer of the Year respectively)

JUDGING CRITERIA

APPRENTICE AWARDS

Including Most Outstanding Apprentice categories, Most Outstanding Female Apprentice and Most Outstanding Aboriginal/Torres Strait Islander Apprentice.

A panel of industry judges, as chosen by Master Builders WA, will first review every written submission and select a shortlist of candidates which they may choose to interview via phone or face-to-face.

MBA WA Events may contact entrants to obtain further information, or possibly interview entrants as chosen by the judges, be it on site or at the MBA West Perth office.

Apprentices will be judged on the following:

- Work ethic and attitude toward work
- Communication skills
- Ability to follow directions and complete tasks as directed
- Level of competency
- Commitment to safety
- Academic results and awards
- Non-academic awards, prizes or achievements
- Work undertaken for the community or other work experience
- Future plans for their career in the industry

EMPLOYER TRAINER OF THE YEAR

Judges will assess each nomination via written submission on the following criteria:

- Commitment to the Apprenticeship system
- Quality training and innovation to training to apprentices
- Supporting documentation supporting entrant claims

LECTURER OF THE YEAR

Judges will assess each nomination via written submission on the following criteria:

- Commitment to the Apprenticeship system
- Quality training and innovation to training to apprentices
- Supporting documentation supporting entrant claims

MARK ALLEN MEMORIAL FUND EXCELLENCE IN WORKPLACE HEALTH AND SAFETY AWARD

APPRENTICE

Judges will assess each nomination via written submission and interview on the following criteria:

- Clear understanding of Workplace Health and Safety regulations
- Ability to apply Workplace Health and Safety practices in day-to-day duties
- Identification of hazards and appropriate reporting and communication skills

EMPLOYER

Judges will assess each nomination via written submission on the following criteria:

- Commitment to implementing and achieving high standards of occupational safety and health management
- Appropriate manuals/policies/procedures/documents
- Use of correct methods to identify hazards / risk assessment procedures / prioritisation of hazards / methods to control hazards / reporting procedures
- Appropriate systems for: site specific safety / company rules & standards / appropriate PPE / provision of supervision / training and maintenance of training records

APPRENTICE AWARDS NOMINATION FORM

To submit this nomination form please complete the following written submission and include the relevant supporting documentation referred to in the relevant Entry Requirements section (page 8).

NOMINEE DETAILS

Apprentice Full Name

Apprentice Trade

Apprentice Email

Apprentice Mobile

Start Date of Apprenticeship

Current Year at Time of Entry

Company Name

Supervisor Full Name

Company Email

Company Phone

Group Training Organisation (if applicable)

Nominator Company Name

Nominator Full Name

Nominator Email

Nominator Phone

Nominator Relationship to Apprentice

DECLARATION

Does the nominee identify as female?

Yes or No

Does the nominee identify as Aboriginal or Torres Strait Islander?

Yes or No

Please tick

I declare that the nominee consents to their nomination for this award and subsequent awards.

APPRENTICE AWARDS NOMINATION FORM - continued

Please provide a written submission and rating to support your nomination/application.

You can use this form or attach a separate document for your written submission (maximum three pages).

1. Why does the Apprentice deserve to be recognised as best in their trade? What projects have they completed recently that displayed their high skill level? (Please provide examples of work undertaken)

Enter a rating on
a scale of 1 to 10:
(10 being highest)

2. Work ethic and attitude towards work

Enter a rating on
a scale of 1 to 10:
(10 being highest)

3. Communication

Enter a rating on
a scale of 1 to 10:
(10 being highest)

4. Ability to follow directions and complete tasks as directed

Enter a rating on
a scale of 1 to 10:
(10 being highest)

5. Level of Competency

Enter a rating on
a scale of 1 to 10:
(10 being highest)

6. Commitment to Safety

Enter a rating on
a scale of 1 to 10:
(10 being highest)

7. Is there any other information that would support your nomination?

Please submit your completed entry form along with all required attachments and supporting documents to events@mbawa.com on or before the close of entry date.

EMPLOYER TRAINER OF THE YEAR NOMINATION FORM

To submit this nomination form please complete the following written submission and include the relevant supporting documentation referred to in the relevant Entry Requirements section (page 8).

NOMINEE DETAILS

Company Name: (note this will be used for publicity purposes)

Entry Contact Name:

Phone:

Email:

Address:

Managing Director / Owner name:

Managing Director / Owner email address:

DECLARATION

Please tick

I declare that the nominee consents to their nomination for this award and subsequent awards.

Please provide a written submission to support your nomination/application.

You can use this form or attach a separate document for your written submission (maximum three pages).

1. Summary/overview about you/your business

EMPLOYER TRAINER OF THE YEAR NOMINATION FORM - continued

2. Commitment to the Apprenticeship system

- a) How many apprentices/trainees do you engage (both current and in the past)?
- b) What is your organisations commitment to the Apprenticeship/trainee system?
- c) How do you work with the apprentices/trainees so they feel they are an important part of the team?

3. How do you ensure quality training to your apprentice/trainee?

Please provide information on demonstrated quality training provided by your organisation, such as how you integrate on-and-off the-job learning, how training is integrated into your business practices and any additional support offered to apprentices/trainees.

4. What advice you would offer to someone looking to put on an apprentice for the first time?

5. Please provide any additional information that you feel will strengthen your application.

For example; copies of references, previous awards and other information highlighting apprentices and trainees in your business

Please submit your completed entry form along with all required attachments and supporting documents to events@mbawa.com on or before the close of entry date.

LECTURER OF THE YEAR NOMINATION FORM

To submit this nomination form please complete the following written submission and include the relevant supporting documentation referred to in the relevant Entry Requirements section (page 8).

NOMINEE DETAILS

Company Name: (note this will be used for publicity purposes)

Entry Contact Name:

Phone:

Email:

Address:

Managing Director / Owner name:

Managing Director / Owner email address:

DECLARATION

Please tick

I declare that the nominee consents to their nomination for this award and subsequent awards.

Please provide a written submission to support your nomination/application.

You can use this form or attach a separate document for your written submission (maximum three pages).

1. Why did you choose to become a Lecturer?

LECTURER TRAINER OF THE YEAR NOMINATION FORM - continued

2. Summary/overview about you and your career in the construction industry.

3. How do you ensure quality training to your apprentices/trainees in class?

4. Please provide any additional information that you feel will strengthen your application.

Please submit your completed entry form along with all required attachments and supporting documents to events@mbawa.com on or before the close of entry date.

MARK ALLEN MEMORIAL FUND EXCELLENCE IN WORKPLACE HEALTH AND SAFETY AWARD APPRENTICE NOMINATION FORM

To be eligible for this award you must have first entered into the general Apprentice Awards.

Please provide a written submission to support your nomination/application.

You can use this form or attach a separate document for your written submission (maximum two pages).

1. Provide us with an overall statement about your commitment to safety on site.
2. Tell us about the training you've had for workplace health and safety as part of your apprenticeship, and how you apply the knowledge in your day-to-day.
3. Provide an example of an action you have taken or something you have said that has led to a positive safety outcome.

Please submit your completed entry form along with all required attachments and supporting documents to events@mbawa.com on or before the close of entry date.

MARK ALLEN MEMORIAL FUND EXCELLENCE IN WORKPLACE HEALTH AND SAFETY AWARD EMPLOYER NOMINATION FORM

To be eligible for this award you must have first completed a nomination form for Employer Trainer of the Year.

Please provide a written submission to support your nomination/application.

You can use this form or attach a separate document for your written submission (maximum four pages).

1. Outline your company's commitment to achieving high standards of occupational safety and health management.

2. Provide details on the company's commitment to implementing and achieving high standards of occupational safety and health management.

Examples could include: A list of components of your OHS management system (e.g. manual, policies, procedures, documentation) or Future goals of the company

MARK ALLEN MEMORIAL FUND EXCELLENCE IN WORKPLACE HEALTH AND SAFETY AWARD EMPLOYER NOMINATION FORM - continued

3. Provide details on the company's policy and procedures for identification, assessment and control of workplace hazards.

4. Provide details on the company's safe work systems which incorporate recognition of employee training needs, a commitment to adopting control solutions where possible and ongoing monitoring and reviews.

Please submit your completed entry form along with all required attachments and supporting documents to events@mbawa.com on or before the close of entry date.

CONDITIONS OF ENTRY

Master Builders reserves the right to refuse any entry, withdraw incomplete entries or remove entries which do not meet the minimum criteria.

The judges must be satisfied that the entrant meets the criteria established for the awards. Apprentices must be registered with the WA Department of Training & Workforce Development.

All documents submitted remain the property of Master Builders. Any material supplied with the entry may be reproduced in media releases, publications, websites and other promotional material at the discretion of Master Builders.

The entrant indemnifies Master Builders against any claims in respect of copyright. Master Builders and associated media accept no responsibility for incorrect details, spelling or other incorrect information stated on the entry forms.

The quality of the submission will impact on the standard of promotion able to be provided. Judges decisions are final and no correspondence will be entered into.

Master Builders WA can remove a nomination for any reason that may affect the reputation of or cause embarrassment to the Association or the Awards.

PRIVACY: The Master Builders Association of Western Australia may use the personal details of individuals named in this form for its member service or promotional activities. Master Builders may also pass on the information to other organisations to assist it in marketing or other activities.

Those organisations may use the information for their own marketing or other purposes. If you do not wish the personal details contained in this form to be used by Master Builders or other organisations please tick the box [☐].

If you do not tick the box, then Master Builders will consider that the individuals completing this form consent to their personal details being used in the manner outlined.

Master Builders' complete Privacy Policy is available on our Home Page at www.mbawa.com