



CRA BULLETIN

Issue 26 – 10 May 2006

Signed: _____ Dated: _____

STAFF RECRUITMENT

Over the past year the National Office has fielded a number of enquiries from members in regards to recruiting staff – this can be looking for an apprentice or immigrating a qualified tradesperson. In addition to this we also receive phone calls from people looking for work, so in order to assist with this situation, the National Office will create an internal database for current staff vacancies in our industry.

What we require is for you to contact us with vacancies that you may have outlining the following details:

- Company name and address
- Job title
- Experience required
- Qualifications required
- Hours of work
- Contact person

We will enter the above details into the database so when we field phone calls from prospective employees we are aware immediately of staff vacancies in the industry.

It is important to advise the National Office when you fill the position so we can remove it from the database.

Once we get a number of vacancies on this database we can then look at advertising for qualified tradespeople overseas eg. UK, South Africa etc.

This database will be used solely for enquiries received at National Office and vacancies **will not** be advertised. This information will also enable us to prepare accurate submissions to the Department of Labour in regards to Occupational Staff Shortages.