

General Conditions of Employment for ATC Trainees

Appointment Conditions	ATC's-in-training are employed under the relevant Certified Agreement..
Probation	<p>Employment with Airservices Australia involves a probationary period which will last for the full duration of the Academy and Final Field Training periods.</p> <p>While on probation, an employee's attendance (including sick leave), medical fitness, work performance and conduct will be regularly assessed. It will be an express condition of an offer of training and employment that:</p> <ul style="list-style-type: none">▪ trainees successfully complete Academy training, and,▪ trainees successfully complete final field training and qualify for the issue of an initial ATC endorsement and Licence, and▪ all other probationary requirements prove satisfactory. <p>If a candidate does not successfully complete the training curriculum, including final field rating training, or if any other aspect of their employment is unsatisfactory, their probationary employment with Airservices Australia will be terminated.</p>
Pre-employment checks	<p>Applicants who are offered training and employment with Airservices Australia will be required to undergo a number of pre-employment checks. Satisfactory completion of all pre-employment checks will be an express requirement of our offer.</p> <p><i>Failure to satisfactorily complete any mandatory check will result in Airservices Australia withdrawing its offer of employment.</i></p>
Medical	Undergo and pass any medical examinations deemed necessary by the Civil Aviation Safety Authority for the purpose of determining whether an applicant qualifies for the issue of a Class 3 medical certificate.
Security Clearance	<p>Security clearance (Police Records Check).</p> <p>Note: applicants who are assessed as "unfavourably recorded" will be ineligible for employment with Airservices Australia.</p>
Transferability post initial field placement	It will be an express condition of any offer of training and employment that candidates agree to serve at any location within Australia at which Airservices Australia has an ATC presence.

Transfer assistance at ML College - Candidates from other than ML

Airservices Australia will provide limited assistance to interstate applicants while in Melbourne attending the Academy based training. Assistance will generally be limited to a maximum of 7 days short term accommodation assistance (room only) and airfare to Melbourne. Further assistance may be considered by Airservices Australia, however, this will be limited to removal of personal items that are considered essential for day to day living in Melbourne. Airservices Australia will not meet the cost of relocating furnishings or vehicles to Melbourne.

ATC salary ranges and advancement

Under the Certified Agreement, ATC salary rates, as at August 2008 will be as follows:

College Phase :	\$35 404
Final Field Training :	\$53 107
Upon Initial Rating :	\$72 071

These salary rates are inclusive of all penalty payments excluding extra duty (overtime) and Public Holiday duty.

Leave

Licensed Air Traffic Controllers have access to leave as follows:

- annual leave - between four and five weeks per annum
- sick leave - as required but subject to appropriate certification processes.
- long service leave - 3 months after ten years
- remote locality leave - extra annual leave - limited to eligible remote locations

A range of other leave provisions exist, and access to these is determined on merit on a case by case basis.

Superannuation

All permanent employees of Airservices Australia are required to join the Staff Superannuation Fund (AvSuper). New employees will receive information about the fund at the time of commencement. Applicants may wish to visit the AvSuper website for additional information at www.avsuper.com.au

Prior Government Service

Applicants with prior service with a Commonwealth authority or other public employer (including service with the Australian Defence Forces), such as a State or local government body may be eligible for recognition of prior service for long service and sick leave purposes.

Staff initiated transfers

While opportunities arise from time to time for ATC staff to seek transfer to other locations within Australia, such transfers are at the sole discretion of Airservices Australia. Airservices Australia will



consider requests for transfer, however, they will usually only be approved if an operational staffing requirement exists at the requested location.

Applicants who are offered training for Melbourne or Brisbane Enroute will have been selected specifically for those locations. Those candidates should have no expectation of being able to transfer to another location or ATC stream for at least the first five years of ATC employment.

Shift work

Air Traffic Controllers can be rostered to work on any day of the year including public holidays.

**National Recruitment
contact details:**

National Recruitment hotline number: 1800 672 352

avrecruit@airservicesaustralia.com