

## In This Issue

- Women in Trades Week
- How to decide your CV length
- New Minimum Wage
- Feature Apprentice
- Apprentice Opportunities

## Contact Us

<http://tradelinkmarlborough.blogspot.com>

[tl.marlb@xtra.co.nz](mailto:tl.marlb@xtra.co.nz)

19 Kinross St.  
PO Box 340  
Blenheim, 7240

Phone: 03 577 5370 ext 0

Fax : 03 577 5377

Mobile: 027 723 0520

## Other important websites

[www.seek.co.nz](http://www.seek.co.nz)

[www.kiwicareers.co.nz](http://www.kiwicareers.co.nz)

[www.trademe.co.nz/Trade-me-jobs/index.htm](http://www.trademe.co.nz/Trade-me-jobs/index.htm)

## Off to a busy start:

Trade Link Marlborough has hit the ground running to start the New Year. The Women in Trades Programme has developed very well with exceptional support coming from the community and from a number of the Industry Training Organisations. The registrations for the first term Industry Days are now full and we are accepting registrations for a waitlist in all of the programmes. Individuals are encouraged to submit their name to the waitlist as the numbers on any waitlist will have a great deal of influence on programmes that are developed for later in the year.

## Trade Link Announces Women in Trades Week



**Less than 1% of Marlborough's female school leavers pursue a non traditional trade career path**

The Marlborough District Council is pleased to announce what is believed to be New Zealand's first ever "Women In Trades Week" from March 23 – March 29, 2009.

The event is being organised by council's Trade Link Marlborough programme.

Activities include a "career fair", career presentations, a visit by the Minister of Women's affairs, Poster Campaigns, radio and newspaper interviews and a take-your-girls-to-work afternoon.

Women in Trades Week is a very important event for our community says deputy mayor Jenny Andrews.

"In many ways, this is a week that will challenge our community on the way we view women in non traditional roles.

"Historically women have not always been encouraged to develop career goals in the same way that men have.

"And while considerable progress has been made, particularly in the "professional field", the trades need to be profiled in such a way that they become a distinct and viable career path for women."

Because the New Zealand workforce will change dramatically over the next 10 years and Marlborough is still experiencing shortages in skilled labour areas we need to look strategically at how to meet future and current labour shortages, Mrs Andrews said.

# Trade Link Marlborough

Trade Link is an initiative in Marlborough that aims to create a connection between young people and industry.

## Trade Link Can.....

- Provide vocational advice and information to young people
- Support and encourage employers to engage apprentices.
- Assist employers with pre selection screening of potential candidates.
- Directly help young people to find a trade related position or apprenticeship and support them in the workplace.
- Provide feedback to the education sector on the sorts of skills local employers are looking for in new staff.
- Assist with the development of regional strategies to boost employment opportunities and potential.

Which industries were perceived as being “trades” was also something that needed to be re-assessed at a community level with the traditional areas of carpentry, plumbing, electrical, cooking, hairdressing and motor repairs now being joined by a host of other industries including viticulture, flooring, construction, forestry, fire services, wine making, aviation and telecommunications, (to name a few), all having dedicated trade-related qualifications.

The Theme for the week is “**Women Tradespeople? Why Not?**”

Events planned for the week include

- **A visit and speech** from **Rt. Hon. Pansy Wong**, the Minister of Women’s Affairs at Marlborough Girls College on March 26<sup>th</sup>;
- **Radio Interviews** with women who are currently working in trades on both radio networks every weekday morning during the week;
- **Lunch hours** throughout the week Industry Training Organisation will be on location at Marlborough Girls College and Queen Charlotte College to provide information to students on how to get trained in their trade.
- **Poster Campaigns** involving women who are active in trades;
- **Newspaper profiles** of women in trades;
- **“Career Fair”** - Held alongside Marlborough’s weekly Farmers Market at A & P park from 9am – 12 noon, a number of Industry Training Organisations and Training Providers will provide information for people of all ages about training for their industry. This will include competitions for women to test their skills;
- **Newspaper supplement** – Local business will involve themselves in sponsoring this supplement that will inform the community of the events of the week, further challenge our community on women in trades, provide information on training and information on opportunity.
- **Take our Girls to work afternoon** on Thursday March 26<sup>th</sup> – Local businesses are asked to offer their support in hosting a small group of college-age girls who are interested in finding more information about a career in a particular trade.  
Everyone who works in the trades is asked to take their own daughter, niece, sister or cousin to work to give them an idea of what a trades workplace is like.

If you would like to volunteer some time to ensuring the success of this programme, please contact Jim at the Trade Link Office.

[Top of Newsletter](#)

## Upcoming Events

Aviation Industry Day  
February 26

Hospitality Industry Day  
March 3

Automotive Industry Day  
March 10

Women in Trades Week  
March 23 - 29

Engineering Industry  
April 2

These Industry Days are currently full. It is recommended that you register for the waitlist because future programmes will be developed from that waitlist.

Registration may be made through Trade Link Marlborough or through the Career Advisors at our local colleges.

## How to Decide Your CV length:



The focus of your CV is to earn yourself an interview  
The interview should earn you the job.

"How long should your CV be?" This is the most asked question I get about CV's. There are a variety of opinions, but they all emphasise that you shouldn't make your CV too long.

With your CV, you are trying to entice hiring managers to call you for job interviews. Factors to consider include your career objective, occupation, industry, work experience, number of employers, scope of accomplishments and education/training.

Keep these facts in mind when deciding on your CV's length:

- Your CV is an advertisement about you. It is not an autobiography. Strive to keep your CV concise and focused on YOUR key selling points. You may not need to include experiences that are not relevant to your current job goal. Every word in the CV should **sell** your credentials and value to a potential employer. You should also leave something to add about yourself in the interview.
- It is becoming more common for employers to sort through hundreds of CV's just to fill one position. Employers often just give CV's a glance before deciding if the applicant deserves to be added to the "maybe" pile or the rubbish pile. While your CV will probably get a more thorough read if you are called for a job interview, ensure that your strongest selling points are immediately visible to make the first cut.

### Consider a One-Page CV If:

- You have less than 10 years of experience.
- You're pursuing a radical career change, and your experience isn't relevant to your new goal.
- You've held one or two positions with one employer.

[Top of Newsletter](#)

For More  
Information  
regarding the  
Women in Trades  
Programme, please  
call Jim at Trade  
Link Marlborough  
on 03 577 5370 X  
0 or email at  
tl.marlb@xtra.co.nz

### Consider a Two-Page CV If:

- You have 10 or more years of experience **related to your goal**.
- Your field requires technical or engineering skills, and you need space to list and prove your technical knowledge.

Put the most important information at the top of the first page. Lead your CV with a **career summary** so your key credentials appear at the forefront of the CV. On the second page, include a page number and include your name and contact information.

### Consider a Three-Page CV or Longer ONLY If:

- You're a senior-level manager or executive with a long track record of leadership accomplishments.
- You are in an academic or scientific field with an extensive list of publications, speaking engagements, professional courses, licenses or patents.

Good Luck with your CV.

---

## New Minimum Wage:



Effective April 1, 2009, minimum wage in New Zealand will increase from \$12.00 per hour to \$12.50 per hour. Training and new entrants' minimum wage will increase from \$9.60 to \$10.00 per hour.

---

## Feature Apprentice: Samantha Marfell



“What bugs me?  
A job half done”

Samantha Marfell grew up on a farm just outside of Blenheim and feels that her farm upbringing made her feel comfortable in an arena that many young women are not.

Sam attended primary school in Seddon and then chose to go to boarding school in Nelson for her college years. After completing her 7<sup>th</sup> form, Sam flatted in Nelson and entered a pre trade mechanics course which provided her first taste of employment in the automotive industry. When it was time to return to Marlborough in 2007 she gained employment at Auto and Marine Electrics in Blenheim.

Sam says she has enjoyed terrific support from all sources during her Apprenticeship. “Everyone has been so supportive of my training” she said when asked about it. “My employers gave me the time and resources to help me complete my unit standards, my family has been supportive and MITO’s customer services manager, Paul Hawkes, encouraged me to complete what I needed to in order to become qualified.” “I really enjoy getting out and about with my work, meeting customers and doing all sorts of jobs, whether it's servicing a starter motor, wiring a stereo, or fixing a vehicle's air-conditioning system. I like fixing a complicated problem.”

Having recently completed her Electrical Engineer Apprenticeship through the Motor Industry Training Organisation, Sam is now studying MITO’s business management programme. Sam says she has plans to travel a bit in the not too distant future but when she decides to be in business for herself, she’ll have the skills she needs.

---

## Apprenticeship Opportunities:

### Craft Baker

This apprenticeship is called the National Certificate in Food Production Baking Level 4. The employer is looking for applicants who can deliver: -

- Creativity with hands and eye for detail
- NCEA Level 1 Maths and English
- Keen study and learning habits
- Flexible Working hours

To Apply for an  
apprenticeship position,  
contact Jim at the Trade  
Link Marlborough Office.

[tl.marlb@xtra.co.nz](mailto:tl.marlb@xtra.co.nz)

Phone: 03 577 5370 ext 0

[Top of Newsletter](#)