



TABMAtalk

June 2008

WELCOME NEW MEMBER

STACKS BUILDING CENTRE (BIG RIVER TIMBERS)

Big River Timbers is a privately owned Australian company with over 110 years of experience operating in Sydney, Brisbane, Townsville, Melbourne, Sunshine Coast and Perth. We service the construction and building industry as well as the manufacturing sector with a diverse range of timber products and other associated construction materials. These products are sourced from both our own manufacturing facility, as well as many of Australia's leading manufacturers of timber and building products.

Our offered products and services include:

- ★ Engineered Australian Hardwood Flooring
- ★ Solid T&G Flooring
- ★ Decking
- ★ Formwork
- ★ Formply
- ★ Structural & Non-structural Ply
- ★ Particleboard Sheeting & Flooring
- ★ Masonite Hardboard
- ★ Fiber Cement Sheeting
- ★ Laminated Veneer Lumber (LVL)
- ★ All types of timber
- ★ MDF
- ★ Flooring Installation Services



Contact Details:

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WARANA QLD 4575

Phone: (07) 5439 1000

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Inside this issue:

- ★ **New Member:-**
Stacks Building Centre
- ★ **New Staff Member:-**
Kelly Everett
- ★ **New Arrival:-**
Congratulations Deanna!
- ★ **Training Survey**
- ★ **July Recruitment Special**
- ★ **August Pre-Vocational Training Course:-**
Wood Machining



Timber & Building Materials
Association (Qld) Ltd

Phone: (07) 3847 4637

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★★★

PO BOX 32

HOLLAND PARK Q 4121

4/970 Logan Road

HOLLAND PARK WEST Q 4121

WELCOME TO THE TABMA TEAM

Hi Everyone. I'm Kelly, the newest recruit here at TABMA Qld, taking on a part-time role as a Group Training Consultant. I am extremely excited to be back in the workforce after spending the past 7 years at home raising my two children. I am currently undertaking a Certificate III in Business and I will be working alongside Alicia and giving her assistance with the apprenticeship and traineeship side of things. I have been here three weeks now and although my head hurts from information overload ☺ I have learned lots and am settling in well. I look forward to working with you all.



NEW ARRIVAL - IT'S A GIRL!

Congratulations to Deanna, Steve and Hannah on the arrival of daughter and sister, Kyra Abby Kearns-Healy on Friday 6th June. We hope you're sleeping the night through!



TRAINING SURVEY

TABMA exists to help members. A key way we do this is to provide cost effective, 1 & 2 day training sessions.

But what *types* of training do you *need*??

Please complete the attached training survey to tell me how I can maximize the benefits of this service for you. From the results of this survey I will be creating a calendar that will outline rough dates and topics of the training sessions that I will look into operating to benefit YOUR staff and business operations.

Please return this survey by fax, email or post by July 18th, 2008. I endeavour to have our 2008-2009 training calendar distributed in August.



JULY RECRUITMENT SPECIAL

The entire industry is screaming for STAFF STAFF STAFF! In visits to members I was surprised that many were not aware that TABMA offers recruitment services, and at rates that are heavily discounted compared with other recruitment companies. We also SPECIALISE in the timber industry!

To promote this service among members we are kicking off the 2008-2009 year with a **HUGE DEAL! HALF PRICE RECRUITMENT!** (Plus advertising costs, 4 week guarantee, GST exclusive). Let us help you find that perfect new team member. For more information see the flyer attached to the newsletter, then call Alicia or Karen on (07) 3847 4637!

SAVE! SAVE! SAVE!
HALF PRICE
RECRUITMENT

We service ALL OF QUEENSLAND!

Employing that new staff member now will give you enough time for initial training to have them at maximum readiness for the busy September/October/November period!

AUGUST PRE-VOCATIONAL TRAINING COURSE - WOOD MACHINING

WE NEED INDUSTRY SUPPORT IN PROVIDING PRACTICAL WORK EXPERIENCE! CAN YOU BE A HOST? It's FREE!

In August 2008 TABMA is running a Pre-Vocational Training Course to provide 10-15 eager job seekers with accredited theoretical knowledge and practical experience. This is a great opportunity for them to see if a **WOOD MACHINING APPRENTICESHIP** is right for them, and we know the timber industry is desperate for Wood Machinists!

This is a fantastic chance for you to have a **FREE 2 WEEK WORK TRIAL** of these candidates and potentially find your newest Wood Machinist. Please look at the attached flyer for a list of the benefits of being a host and the subjects these candidates will have completed before commencing their two week on-the-job stint at your premises. Call Karen or Alicia on (07) 3847 4637 for more information.

PLEASE COMPLETE & SEND BACK BY JULY 18TH, 2008

FAX: (07) 3847 4632 EMAIL: Karen@tabma.com.au

PO BOX 32, HOLLAND PARK QLD 4121



TRAINING SURVEY

NAME: _____ COMPANY: _____

PHONE: _____ EMAIL: _____

1. What training topics are you interested in attending/sending your staff to?

Safety Training

- Functioning as a WHSO
- Functioning as a WHSO Representative
- General Safety Induction (Blue Card)
- Risk Management
- Stress Management
- Other: _____

Business Skills

- Time Management
- Telephone Techniques
- Communication & Conflict Management
- Excellence in Customer Service
- Negotiation Skills
- Other: _____

Product Training

- Timber Product Knowledge
- Visual Stress Grading
- Estimating & Detailing – Trusses, Walls, Floors
- Appearance Grading
- Timber Drying
- Chainsaw Crosscutting
- Timber Preservation
- Other: _____

Computer Training

- Microsoft Word
- Microsoft Access
- Microsoft Excel
- Microsoft Powerpoint
- Microsoft Outlook
- Microsoft Publisher
- Adobe (Acrobat, Indesign, Flash, Dreamweaver, Photoshop, Illustrator)
- Other: _____

2. How regularly should TABMA offer training sessions?

- Monthly
- Every 2 Months
- Every 3 Months
- Every 6 Months
- Other: _____

3. How regularly would you be willing to send a staff member to attend a training session?

- Monthly
- Every 2 Months
- Every 3 Months
- Every 6 Months
- Other: _____

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4. Reasons for NOT attending training courses in the past?

- | | |
|--|--|
| <input type="checkbox"/> The topic was not relevant. | <input type="checkbox"/> The course was too expensive. |
| <input type="checkbox"/> The course was too long. | <input type="checkbox"/> We don't have enough staff to cover time off. |
| <input type="checkbox"/> Other: _____ | |

5. Times of year NOT to hold training sessions:

6. NETWORKING FUNCTIONS:

I would be interested in attending the following networking functions:

- | | |
|---------------------------------------|---|
| <input type="checkbox"/> A bus tour. | <input type="checkbox"/> Information breakfast about types of treatments. |
| <input type="checkbox"/> Other: _____ | |

7. MEMBERSHIP SERVICES:

I would like TABMA QLD to investigate the following potential membership deals/services:

8. HOW HAPPY WITH TABMA'S CURRENT LEVEL OF SERVICE: (Please circle)

1. Very Happy 2. Happy 3. Satisfied 4. Not Satisfied 5. Very Unsatisfied

9. FURTHER COMMENTS:



JULY SPECIAL!!

recruitment savings

- ★ Understaffed?
- ★ Too busy to troll through resumes?
- ★ Don't want to pay a fortune?

Let TABMA QLD help you! We're *timber industry specialists* and have a long list of satisfied customers.

We recruit for **sales (internal & external), management, administration, forklift & warehouse staff, customer service reps...** whatever position you need to fill!!

THE DEAL...

- ★ **HALF PRICE FEE!!**

For example: to fill a sales role our normal rates are 12% of annual salary (non-member rate), 8% of annual salary (member rate). So with this offer you only pay **4%!!** (GST Excl.)

- ★ Plus advertising expenses.
- ★ Guarantee of 4 weeks.

Deal Available to TABMA members only. Valid for recruitment process started prior to July 31, 2008.

for more information contact us today!

Phone: (07) 3847 4637 Fax: (07) 3847 4632

Email: Alicia@tabma.com.au or Karen@tabma.com.au



WOOD MACHINISTS - LET'S GET 'EM!!

Can you provide 2 weeks on-the-job training for a potential Wood Machinist?



“WHAT’s this?”

TABMA Qld is organizing a month long Pre-Vocational training course leading into Wood Machining apprenticeships. It involves a balance of theory and practical elements which are accredited if participants commence an apprenticeship.

“WHY is TABMA doing this?”

There is a HUGE shortage of qualified and experienced Wood Machinists in the industry. This course allows us the opportunity to trial a group of potential Wood Machining candidates who are eager to enter the timber industry to attack this skill shortage.

WE NEED INDUSTRY SUPPORT IN PROVIDING PRACTICAL WORK EXPERIENCE! CAN YOU BE A HOST? *It's FREE!*

“WHAT are the BENEFITS of being a host?”

- ▶ A **FREE** 2 week work trial to gauge the suitability of an apprentice candidate.
- ▶ A **FREE** work trial of a candidate that has completed (and will be accredited for completing) the following recognised subjects from the apprenticeship package:

Follow OH&S Policies & Procedures

Visually Assess Materials

Conduct Quality & Product Care Procedures

Communicate & Interact Effectively in the Workplace

- ▶ A **FREE** trial in using TABMA’s group training services.
- ▶ Provide an opportunity to draw job seekers into the timber industry in a skills shortage area.

“WHERE & WHEN?”

The course runs throughout August 2008. The on-the-job work experience aspect will be at your premises in the final two weeks, August 18th to August 29th.

FOR MORE INFORMATION please contact Karen or Alicia on (07) 3847 4637