

Assessment Guide



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Introduction



If you already have an Australian qualification in your occupation or a current Australian occupational licence and wish to migrate to Australia, you may be eligible to apply for a Pathway 2 assessment. To apply for a **Pathway 2 assessment**, you must have:

- › An accepted Australian qualification for your nominated occupation (please refer to the Appendix for the full list of accepted qualifications) or a current, identified Australian occupational licence (not subject to restrictions).
- › Worked full-time (or equivalent part-time) in your occupation for 12 months in the last 3 years:
 - › For applicants in licensed trades who hold an Australian qualification, the 12 months' employment must have been in Australia
 - › For Australian occupational licence holders, this employment must have been in Australia or New Zealand
- › Worked full-time (or equivalent part-time) in paid employment in your occupation at the skill level required for a total of at least 3 years.

This guide outlines:

- › how you will be assessed
- › the evidence you need to provide to support your application
- › what will happen at your Technical Interview and how to prepare for it
- › what you will receive at the end of the assessment.



What is the assessment process?



The assessment process is as follows:

Apply and provide evidence

Complete the online application form and upload your training and employment evidence online. We will review the information and documents you provided to ensure your application is 'assessment ready', and advise how to pay the assessment fee.



Stage 1: Documentary Evidence Assessment

We will review your evidence to ensure you have sufficient workplace experience and that your Australian qualification or occupational licence meets the Pathway 2 requirements.



Stage 2: Technical Interview

A qualified assessor will ask you a range of questions about the skills and knowledge required to work in your trade in Australia.



Receive your assessment outcome

If your Pathway 2 assessment is successful, you will receive a successful migration outcome letter. All assessment outcomes are reviewed by Trades Recognition Australia.

How do I apply for a Pathway 2 assessment?



You can apply for a Pathway 2 assessment online at www.vetassess.com.au

As part of the application process, you must upload:

- › a copy of your Australian qualification (including a Statement of Results) or a current, Australian occupational licence (not subject to restrictions). Please refer to the Appendix for a list of qualifications accepted by VETASSESS for Pathway 2 assessments. You must provide one of the qualifications listed for the occupation you are applying for – failure to do this will result in an unsuccessful outcome.
- › evidence you have worked full-time in your occupation for 12 months full-time (or equivalent part-time) in the last 3 years. For applicants in licensed trades who hold an Australian qualification, this employment must have been in Australia, and for Australian occupational licence holders – in Australia or New Zealand.

- › evidence you have worked full time in paid employment in your occupation for a total of 3 years full-time (or part-time equivalent) at the skill level required.

Detailed information about the types of evidence you need to provide is available in the Evidence Guide on our website.

Please note —

You must submit a decision-ready application. It is your responsibility to ensure your application contains all the evidence necessary for a Pathway 2 assessment.



How will VETASSESS assess my evidence?



An experienced assessor will determine whether:

- › your qualification meets the Australian certificate requirements or your Australian occupational licence is relevant to your trade, not subject to restrictions and has been issued by the appropriate regulator
- › you meet the employment requirements described above.

If you provide sufficient and appropriate evidence, you will be invited for a Technical Interview.



What is a Technical Interview assessment?

Your Technical Interview is an important stage of the assessment process. It involves you being interviewed online or face-to-face by an assessor. You will be asked a series of questions about the skills and knowledge necessary to work in your trade in Australia.

Sample questions:

- › What is a typical day's work at your job?
- › You have been given a task to do. How would you carry out this work?
- › What steps would you take if you found hazardous materials on site?
- › How would you resolve a conflict with a customer or a supplier?

Your Technical Interview will be conducted in English and no interpreter is allowed.

Where will my Technical Interview be held?

Your Technical Interview will be held at a VETASSESS -approved venue. We have venues in many countries around the world. Once we have scheduled your technical interview, we will email you your Technical Interview Admission Voucher. Your voucher will contain the venue address, interview date and time.

If you wish to change this location to a different approved venue, please send a request via email to: tradeassess@vetassess.com.au

What do I need to bring?

You **must** bring the following to your Technical Interview:

- › your current passport
- › your Technical Interview Admission Voucher*.

* Receiving the Technical Interview Admission Voucher can take up to 3 weeks from the time of your payment. If you are concerned you have not received your Technical Interview Admission Voucher, email us at: tradeassess@vetassess.com.au

Please note —

- › You must not bring any reference materials, such as written notes, text books or manuals.
- › You will not be allowed to use a mobile phone or other electronic devices during the Technical Interview.



What will happen on the day of my assessment?

- › You will arrive at the venue at the time stated on your Technical Interview Admission Voucher.
- › You will present your Technical Interview Admission Voucher and passport to the venue supervisor for checking.



› Online Interview

If you are completing an online Technical Interview:

The venue supervisor will take you to the technical interview room and will seat you in front of the computer. The supervisor will remain in the room during the interview to make sure the computer is working and that you can see and hear the assessor.

At the computer, you will meet your online host.

Your host will:

- › Ask you to hold your passport up to the computer camera to confirm your identification.
- › Ask you to agree to the interview being recorded (all interviews are recorded).
- › Introduce you to your assessor.
- › Provide assistance if there are any technical difficulties.

You will now be able to see and hear your assessor.

Your assessor will ask questions to check your knowledge and skills. The questions are also shown on the computer screen.

Listen carefully to the questions and, if you do not understand a question, ask your assessor to repeat it.

Answer the questions clearly and as best as you can.



› Face-to-Face Interview

If you are completing a face-to-face Technical Interview:

The venue supervisor will take you to the technical interview room. This may be a simulated workplace containing tools and equipment.

Your assessor will ask questions to check your knowledge and skills.

Listen carefully to the questions and, if you do not understand a question, ask your assessor to repeat it.

Answer the questions clearly and as best as you can.

Please note: When the assessor has completed the interview, they will not be able to give you the results.



What is a technical interview assessment?

(Continued)

What are the rules related to the Technical Interview?

To avoid cancellation of your Technical Interview, you must follow these rules:

- › Arrive on time - your interview will be cancelled if you arrive more than 30 minutes late.
- › Do not bring any reference materials including written notes, text books, manuals or devices with access to the internet.
- › Do not bring any electronic communication or recording devices including mobile phones, laptops, tablets or MP3 players.
- › Do not bring a pen, pencil or paper into the interview room. This will be provided to you should that be required for the assessment.

The venue supervisor or assessor may also cancel your interview if you:

- › cannot prove your identity
- › cannot understand and/or answer questions in English
- › become extremely distressed or disturbed
- › appear ill or physically unwell
- › become angry or violent
- › arrive at the assessment venue in an abnormal state, such as being intoxicated or drugged
- › do not follow and/or comply with assessment procedures.

How can I prepare for my Technical Interview?

Use the following checklist to help you prepare for your Technical Interview.

I have:	Completed
understood what skills I need to have to be employed and work effectively in my trade in Australia	<input type="checkbox"/>
understood that I will be asked about different skills I use at work, including how I communicate at work, solve problems, etc.	<input type="checkbox"/>
thought about other training I have done, (e.g.: first aid course) and how this relates to my employment	<input type="checkbox"/>
practised talking about my skills with a relative or friend	<input type="checkbox"/>

How will I get my results?

Your assessor **cannot** provide you with your result at the end of the Technical Interview. The Technical Interview only forms part of the assessment process.

Your assessment results will be available online. Your results will also be sent to the address that you nominated on your application form.

You will receive the following depending on your result:

Successful Candidates

If you successfully complete your assessment, you will receive:

- › A successful skills assessment result letter from VETASSESS. You will need to submit this letter to the Australian Department of Home Affairs with your visa application.

Unsuccessful Candidates

If you are unsuccessful, you will receive:

- › An unsuccessful skills assessment result letter from VETASSESS.

What can I do if I receive an unsuccessful result?

If your Pathway 2 assessment outcome is unsuccessful, you can:

- › undertake a reassessment (second assessment).
- › have your assessment decision reviewed.

For information about reassessments and reviews, please visit our website.

What can I do if I am not happy about the process?

If you are not happy about your assessment process, please contact us. You can:

- › email your concern to tradeassess@vetassess.com.au
- › call +61 3 9655 4801
- › submit online at <https://www.vetassess.com.au/home/feedback-and-complaints>

Where can I find more information?

Please refer to our website: <http://www.vetassess.com.au/skills-assessment-for-migration/trade-occupations>

If you have further questions, contact us at:



+61 3 9655 4801



tradeassess@vetassess.com.au

Appendix

Australian qualifications accepted for Pathway 2 applications

To apply for a Pathway 2 assessment, you **must** provide one of the accepted qualifications related to the occupation you are applying for.

ANZSCO Occupation and Code	Accepted Australian Qualification/s
Air-conditioning and Refrigeration Mechanic (342111)	UEE32220 Certificate III in Air-conditioning and Refrigeration
	UEE32211 Certificate III in Refrigeration and Air-conditioning
	UEE31307 Certificate III in Refrigeration and Air-conditioning
	UTE30999 Certificate III in Electrotechnology Refrigeration and Air-conditioning
Automotive Electrician (321111)	AUR30320 Certificate III in Automotive Electrical Technology
	AUR30316 Certificate III in Automotive Electrical Technology
	AUR30312 Certificate III in Automotive Electrical Technology
	AUR30308 Certificate III in Automotive Electrical Technology
Baker (351111)	FBP30421 Certificate III in Bread Baking
	FDF30610 Certificate III in Food Processing (Retail Baking – Bread)
	FDF30603 Certificate III in Food Processing (Retail Baking – Bread)
	FBP30521 Certificate III in Baking
	FDF30600 Certificate III in Food Processing (Retail Baking – Bread)
	FDF30710 Certificate III in Food Processing (Retail Baking – Combined)
	FDF30703 Certificate III in Food Processing (Retail Baking – Combined)
	FDF30700 Certificate III in Food Processing (Retail Baking – Combined)
Bricklayer (331111)	CPC33020 Certificate III in Bricklaying and Blocklaying
	CPC30111 Certificate III in Bricklaying/Blocklaying
	CPC30108 Certificate III in Bricklaying/Block Laying
	BCG30103 Certificate III in Bricklaying/Block Laying
Cabinetmaker (394111)	MSF30322 Certificate III in Cabinet Making and Timber Technology
	MSF31113 Certificate III in Cabinet Making
	LMF32109 Certificate III in Cabinet Making
	LMF30402 Certificate III in Cabinet Making

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Australian qualifications accepted for Pathway 2 applications

ANZSCO Occupation and Code	Accepted Australian Qualification/s
Carpenter (331212)	CPC30220 Certificate III in Carpentry
	CPC30211 Certificate III in Carpentry
	CPC30208 Certificate III in Carpentry
	BCG30798 Certificate III in General Construction (Carpentry – Framework/Formwork/Finishing)
Carpenter and Joiner (331211)	CPC30220 Certificate III in Carpentry
	CPC32011 Certificate III in Carpentry and Joinery
	CPC30208 Certificate III in Carpentry and Joinery
Chef (351311)	SIT40521 Certificate IV in Kitchen Management
	SIT40516 Certificate IV Commercial Cookery
	SIT40413 Certificate IV in Commercial Cookery
	SIT40412 Certificate IV in Commercial Cookery
	SIT40407 Certificate IV in Hospitality (Commercial Cookery)
	THH41302 Certificate IV in Hospitality (Commercial Cookery)
	SIT40821 Certificate IV in Asian Cookery
	SIT40816 Certificate IV in Asian Cookery
	SIT40513 Certificate IV in Asian Cookery
	SIT40512 Certificate IV in Asian Cookery
	SIT40507 Certificate IV in Hospitality (Asian Cookery)
	THH42702 Certificate IV in Hospitality (Asian Cookery)
Cook (351411)	SIT40521 Certificate IV in Kitchen Management
	SIT40516 Certificate IV Commercial Cookery
	SIT40413 Certificate IV in Commercial Cookery
	SIT40412 Certificate IV in Commercial Cookery
	SIT40407 Certificate IV in Hospitality (Commercial Cookery)
	THH41302 Certificate IV in Hospitality (Commercial Cookery)
	SIT40821 Certificate IV in Asian Cookery
	SIT40816 Certificate IV in Asian Cookery
	SIT40513 Certificate IV in Asian Cookery
	SIT40512 Certificate IV in Asian Cookery
	SIT40507 Certificate IV in Hospitality (Asian Cookery)
	THH42702 Certificate IV in Hospitality (Asian Cookery)

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Australian qualifications accepted for Pathway 2 applications

ANZSCO Occupation and Code	Accepted Australian Qualification/s
Cook (351411) (continued)	SIT30821 Certificate III in Commercial Cookery
	SIT30816 Certificate III in Commercial Cookery
	SIT30813 Certificate III in Commercial Cookery
	SIT30812 Certificate III in Commercial Cookery
	SIT30807 Certificate III in Hospitality (Commercial Cookery)
	THH31502 Certificate III in Hospitality (Commercial Cookery)
	SIT31121 Certificate III in Asian Cookery
	SIT31116 Certificate III in Asian Cookery
	SIT30913 Certificate III in Asian Cookery
	SIT30907 Certificate III in Hospitality (Asian Cookery)
	SIT30912 Certificate III in Asian Cookery
	THH33102 Certificate III in Hospitality (Asian Cookery)
Diesel Motor Mechanic (321212)	AUR31120 Certificate III in Heavy Commercial Vehicle Mechanical Technology
	AUR31116 Certificate III in Heavy Commercial Vehicle Mechanical Technology
	AUR31112 Certificate III in Heavy Commercial Vehicle Mechanical Technology
	AUR30405 Certificate III in Automotive Mechanical Technology (Heavy vehicle road transport)
	AUR30899 Certificate III in Automotive (Mechanical - Heavy vehicle road transport)
	AUR31220 Certificate III in Mobile Plant Technology
	AUR31216 Certificate III in Mobile Plant Technology
	AUR31212 Certificate III in Mobile Plant Technology
	AUR30405 Certificate III in Automotive Mechanical Technology (Heavy vehicle mobile equipment)
	AUR3099 Certificate III in Automotive (Mechanical – Heavy vehicle equipment plant/agriculture)

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Australian qualifications accepted for Pathway 2 applications

ANZSCO Occupation and Code	Accepted Australian Qualification/s
Electrician (General) (341111) Electrician (Special Class) (341112)	UEE30820 Certificate III in Electrotechnology Electrician
	UEE30811 Certificate III in Electrotechnology Electrician
	UEE30807 Certificate III in Electrotechnology Electrician
	UTE31199 Certificate III in Electro Systems Electrician
Electronic Equipment Trades Worker (342313)	UEE30920 Certificate III in Electronics and Communication
	UEE30911 Certificate III in Electronics and Communications
	UTE30402 Certificate III in Electrotechnology Communications
	UEE30910 Certificate III in Electronics and Communications
Fitter (General) (323211) Fitter and Turner (323212) Fitter-Welder (323213)	MEM30219 Certificate III in Engineering – Mechanical Trade
	MEM30205 Certificate III in Engineering – Mechanical Trade
	MEM30298 Certificate III in Engineering – Mechanical Trade
Hairdresser (391111)	SHB30416 Certificate III in Hairdressing
	SIH30111 Certificate III in Hairdressing
	WRH30109 Certificate III in Hairdressing
Joiner (331213)	CPC31920 Certificate III in Joinery
	CPC31912 Certificate III in Joinery
	CPC31911 Certificate III in Joinery
	CPC31908 Certificate III in Joinery
	BCF30200 Certificate III in Off-Site Construction (Joinery-Timber/Aluminium/Glass)
Metal Fabricator (322311)	MEM31922 Certificate III in Engineering – Fabrication Trade
	MEM30319 Certificate III in Engineering – Fabrication Trade
	MEM30305 Certificate III in Engineering – Fabrication Trade (Heavy Fabrication)
	MEM30398 Certificate III in Engineering – Fabrication Trade (Heavy Fabrication)
Metal Machinist (First Class) (323214)	MEM30219 Certificate III in Engineering – Mechanical Trade
	MEM30205 Certificate III in Engineering – Mechanical Trade
	MEM30298 Certificate III in Engineering – Mechanical Trade

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Australian qualifications accepted for Pathway 2 applications

ANZSCO Occupation and Code	Accepted Australian Qualification/s
Motor Mechanic (General) (321211)	AUR30620 Certificate III in Light Vehicle Mechanical Technology
	AUR30616 Certificate III Light Vehicle Mechanical Technology
	AUR30612 Certificate III in Light Vehicle Mechanical Technology
	AUR30405 Certificate III in Automotive Mechanical Technology (Light Vehicle)
	AUR31099 Certificate III in Automotive (Mechanical – Light vehicle)
Panel Beater (324111)	AUR32120 Certificate III in Automotive Body Repair Technology
	AUR32116 Certificate III in Automotive Body Repair Technology
	AUR32112 Certificate III in Automotive Body Repair Technology
	AUR30805 Certificate III in Automotive Vehicle Body
	AUR31699 Certificate III in Automotive (Vehicle Body – Panel Beating)
Pastrycook (351112)	FBP30321 Certificate III in Cake and Pastry
	FD30510 Certificate III in Retail Baking (Cake and Pastry)
	FD30503 Certificate III in Food Processing (Retail Baking – Cake and Pastry)
	FD30500 Certificate III in Food Processing (Retail Baking – Cake and Pastry)
Plumber (General) (334111)	CPC32420 Certificate III in Plumbing
	CPC32413 Certificate III in Plumbing
	CPC32411 Certificate III in Plumbing
	CPC32408 Certificate III in Plumbing
	BCP30103 Certificate III in Plumbing
Sheetmetal Trades Worker (322211)	MEM31922 Certificate III in Engineering – Fabrication Trade
	MEM30319 Certificate III in Engineering – Fabrication Trade
	MEM30305 Certificate III in Engineering – Fabrication Trade
	MEM30398 Certificate III in Engineering – Fabrication Trade
Toolmaker (323412)	MEM31519 Certificate III in Engineering – Toolmaking Trade
	MEM30205 Certificate III in Engineering – Mechanical Trade
	MEM30298 Certificate III in Engineering – Mechanical Trade
Welder (First Class) (322313)	MEM31922 Certificate III in Engineering – Fabrication Trade
	MEM30319 Certificate III in Engineering – Fabrication Trade
	MEM30305 Certificate III in Engineering – Fabrication Trade
	MEM30398 Certificate III in Engineering – Fabrication Trade



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