



# 2024 Apprenticeship Programme

Information Booklet & Frequently Asked/Answered Questions

# **Iarnród Éireann Apprenticeship Programme**

# **About Iarnród Éireann**

At larnród Éireann, we deliver transport services that continually meet Our Customers' requirements and help drive Ireland's economic development to a greener, brighter future. We are a proud dynamic leader in the transport network.

An larnród Éireann Apprentice who is part of our **Signaling, Electrical and Telecommunication (SET) department**, will be directly involved in the maintenance of existing control systems (Signals, Points Machines, Axel Counters, Level Crossings etc.) to installation and commissioning of new systems nationwide.

An Iarnród Éireann Apprentice who is part of our **Chief Mechanical Engineering (CME) department**, will assist in the maintenance and overhaul of all fleets in its maintenance depots in Dublin, Drogheda, Portlaoise, Cork and Limerick. Apprentices will be exposed to a wide variety of fleet and facilities.

We have our own purpose-built training facility with state-of-the-art equipment and tooling to provide Apprentices with cutting edge skills in their chosen trade. Each Apprentice will be trained to a very high standard and will be participating in internal and external training courses throughout their programme.

Each Apprentice will be rotated across our network, gain exposure to all elements of the business and get to work on our various fleet types and assets across the rail network. Each Apprentice will be afforded the best opportunities available to them and this will ensure that they become a well-rounded craftsperson.

# How the larnród Éireann Apprenticeship Application Process Works

larnród Éireann is committed to providing all candidates with the opportunity to compete fairly for vacancies. If you have any support requirements with regard to the arrangements for this process, please advise apprentices@irishrail.ie.

#### **STEP 1: APPLICATION FORM**

You will be asked to provide some information on you, your Education, Work Experience and preferred Trade. You will need to have an up-to-date CV ready to go to apply.

#### **STEP 2: ONLINE ASSESSMENT**

Successful candidates at application stage will receive an invitation via email to complete online aptitude tests. These online assessments must be completed within 7 days of receipt of this email.

Page 2

You will be given the option of doing practice tests before you start. We strongly advise that you do the practice tests to get familiar with doing the tests. Please ensure that you are in a quiet place with a strong reliable broadband / Wi-Fi connection when you are doing the tests.

## **STEP 3: PRACTICAL ASSESSMENT**

The practical exercise will require you to take part in an assessment, similar to a task you might do in the role, if you joined Iarnród Eireann-Irish Rail. You will be informed of what the task will be on the day. You will be given full instructions before you start the exercise and you will be required to complete the task to the best of your ability.

#### **STEP 4: THE INTERVIEW**

The interview and practical assessment will cover a range of areas / competencies including:

- Interest and Motivation
- Teamwork and Communication
- Technical Understanding and Manual Capability
- Safety Consciousness
- Concern for Quality and Checking Skills
- Ability to Follow Instructions
- Work Organisation / Planning Ability
- Problem Solving Skills

We recommend you use examples from school, work experience or any extracurricular activities (sports, past-times etc.,). The interviewers will be looking for you to describe specific situations in your examples. If you have completed any construction / technical projects in school for Junior Cert or Leaving Cert, we will invite you to share photographs with us.

#### **Our Trades:**

#### **APPRENTICE ELECTRICIAN**

As an Apprentice Electrician with larnród Éireann you will get a great insight into both the industrial and domestic work. They will get to work on various different rolling stocks, network assets (Signals, Points Machines, Level Crossings etc.) and will engage in fault finding, exam work, component repairs, testing and diagnostics and much, much more.

#### APPRENTICE HEAVY VEHICLE MECHANIC

As an Apprentice Heavy Vehicle Mechanic with larnród Éireann you will get to experience all areas of this trade. Apprentices will train to do everything from routine maintenance and services to full engine rebuilds. They will be able to work on all the different rolling stocks from light rail cars to locomotives.

# **APPRENTICE FITTER**

As an Apprentice Fitter with larnród Éireann you will get to experience all areas of this trade. Apprentices will train to do everything from routine maintenance and services up to full engine rebuilds, brakes testing, exam work, fault finding and diagnostics, welding and machine work.

# Apprentice Original Equipment Manufacturing (OEM)/ Engineering Technician

As an Apprentice OEM you will work across a range of engineering disciplines while using components and processes to assemble, manufacture and service original equipment. This apprenticeship is a 3 year programme with a QQI awarded NFQ level 6 qualfication, for more information please follow the link <u>Irish Rail recruiting for the OEM Engineering Apprenticeship.</u>

| OEM Apprenticeship.

# The Apprenticeship Pathway

The Apprenticeship involves assessments throughout the programme, consisting of a mixture of practical and written assessments across the three/four-year programme.

The Apprenticeship is across 7 Phases. **On-the-job training** takes place with larnród Éireann during Phases 1, 3, 5 and 7. **Off-the-job training** is designated by SOLAS during Phases 2, 4 and 6.

# Where are the Apprenticeship vacancies located?

There will be a requirement to travel to different locations throughout your apprenticeship training and we will do our best to locate you as close to where you reside during your apprenticeship. However, there will be a requirement to either commute/ re-locate to the following locations:

- Athlone
- Cork
- Drogheda
- Dublin
- Kildare
- Limerick
- Mayo
- Portlaoise
- Tipperary
- Waterford

## **Advice to our Applicants**

- Set up a Voicemail on your phone
- Check your emails regularly / set up email notifications
- Pay close attention to grammar and punctuation in your application
- Ask someone to proof read before submission
- Take time to prepare for all stages of the application process

# **Frequently Asked/Answered Questions**

# How do I apply?

To apply, <u>click here</u> and submit your application. We recommend you have an up-to-date curriculum vitae at hand, which sets out your most recent Junior Certificate or Leaving Certificate results.

Page 4

# What age do I have to be to apply?

Our Apprenticeship is open to anyone aged 16 or over on the 1st of September 2024. That means your year of birth must be on or before 1<sup>st</sup> September 2008.

# What are the entry requirements?

The following minimum standards must be obtained:

Grade C or higher at Ordinary Level in the Junior Certificate (or equivalent) in one sitting in the following subjects:

- Irish or English
- Mathematics
- Science or one of the following: Technology, Art, Craft & Design, Technical Graphics, Materials Technology (Wood), Home Economics or Metalwork
- Any two other subjects (Grade D or higher on higher level papers is acceptable).

Please Note that 2020 certificate of completion (Junior Cert) and school reports will be accepted as an appropriate equivalent to the traditional Junior Certificate results (This arrangement specifically applies to those learners who were due to complete the Junior Certificate/Cycle in 2020 only).

# Foundation level in the Junior Certificate is not accepted.

OR

Grade D or higher at Ordinary Level in the Leaving Certificate (or equivalent) in one sitting in the following subjects:

- Irish or English
- Mathematics
- Science Subject or one of the following: Art, Construction Studies, Design and Communication Graphics, Engineering, Home Economics and Technology
- Any two other subjects. (Agricultural Science, Applied Mathematics, Biology, Chemistry, Physics, Physics and Chemistry).

# I missed the deadline, how can I apply?

Due to the high volume of applicants, we are not able to accept any applications after the closing dates. Once the deadline has passed, we cannot offer any assistance. We welcome you to apply to our 2025 programme.

## I am having trouble with my online assessments, who do I contact?

If you have any issues in relation to completing the online assessments, please email <a href="mailto:apprentices@irishrail.ie">apprentices@irishrail.ie</a> detailing the issue you are encountering.

#### What does the medical assessment involve?

All candidates at the final stages of their application will be requested to complete a full body medical examination to assess physical health, including an eye test. This examination will be conducted by a certified member of the CIE Chief Medical Department.

#### When will the programme start?

The programme will commence in September 2024.

# Do I get paid?

Yes, Iarnród Éireann support 'Earn as you Learn' Apprenticeships. During On-the-Job phases, the Apprentice will be paid by Iarnród Éireann based on a percentage of a qualified craftworkers pay scale and in line with industry standards, this increases year upon year while completing your Apprenticeship Programme. During Off-the-Job phases, the Apprentice will be paid by SOLAS.

Page 6