

Training and Consultancy Services

Established in 1982, TRACMIN has provided quality training and consultancy services to the minerals, resources and transport industries throughout Australia. With courses ranging from short, customized training programs to Advanced Diplomas, TRACMIN provides nationally accredited training packages.

TRACMIN tailors training programs to meet your specific requirements, so that staff can achieve the specific goals and objectives of your organization.

TRACMIN provides courses at five levels – Certificate II, III, IV, and Diploma.

We specialise in providing training and consulting support in the key areas of:

- Project Management • Performance Management
- Contracting & Purchasing Management • Human Resource Management
- Business Management • Operational Management
- Frontline Management • Assessment & Workplace Training

Quality Standards

TRACMIN is a registered Training Organisation.

TRACMIN's preferred mode of working is:

1. Initial workplace assessment
2. Design of the most suitable training schedule for the participant
3. Delivery of training
4. Follow-up of training to ensure new knowledge improves productivity

TRACMIN always:

- Uses the highest standards of integrity and competence in all our transactions
- Gives clear and appropriate analysis of your business and training needs
- Has the ability to select and implement the right training processes
- Explains, establishes and monitors systems appropriate for custom-made
- Transfers the required knowledge so that your organisation becomes self-sufficient

Consulting Services

Consultancy is an integral part of TRACMIN's training philosophy. This allows our team to identify and prioritise major learning needs both across your company and for each individual. Once this has been completed, TRACMIN can develop a logical implementation plan. Again, this will be at two levels – across the company and for the individual participant.

TRACMIN will tailor training programs to meet your specific requirements. This ensures that staff will achieve the specific goals and objectives for your organisation with skill, knowledge, productivity and in-depth understanding.

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TRACMIN's consultants also develop processes and procedures to meet your short-term and strategic objectives in project and maintenance management. TRACMIN uses a stringent methodology to ensure a perfect match for your company. We do this with:

- Detailed audits of your current systems
- Identification of trouble spots
- Clear analysis and recommendations to move forward
- Procedures that map into your organisation's goals and methods of working

Why TRACMIN?

TRACMIN excels in today's dynamic training and consultancy environment. We provide:

- Highly skilled and dedicated professionals
 - Personalised service through the development of a viable and intimate working relationship
 - Cost effective solutions to your company's consulting and training needs
 - An international perspective that can enhance your business development
 - A follow-up service after training to ensure practical understanding of knowledge
 - Integration and streamlining of your requirements to map into those of your staff
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- Encouragement to continually improve knowledge, understanding and skills in their jobs, giving more job satisfaction and higher productivity levels

Also, as a Registered Training Organisation, we offer you:

- Nationally Recognised qualifications
- Individual Learning Plans to ensure that your staff gain the maximum from our courses
- Workplace assessment based on industry standard competencies
- Course completion certification
- Recognition of Current Competencies (RCC) processes
- Registered assessors

In Conclusion

TRACMIN has an established reputation within the management consultancy and training industry for the provision of high-quality services that are delivered professionally for immediate use in the workplace.

We believe in developing long-term relationships that are beneficial to both our clients and ourselves, as they ensure the best training and consultancy planning on an individual and company-wide basis

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