

Guide to navigate the Entry Level Career Pathways Web Tool

Go straight to the [Careers Navigator – Isaac Region – QMEA](#) link and select Entry Level . Upon opening the link, you can start to navigate the site by the following steps.

The tabs of Filter, Sort and ... are used to navigate the document and access the information.

The screenshot displays a web interface with four career role cards. At the top of the cards, there are navigation tabs: 'Filter', 'Sort', and '...', which are highlighted with a red box. Each card provides detailed information for a specific role, including role type, mining categories, role description, more information (with a YouTube link), VETIS in Schools (Funded Certificate Courses), apprenticeships/traineeships, university degrees, prerequisite subjects for university, university in Queensland, and vocational, internship, and undergraduate opportunities.

Geotechnical Engineer	Mining Engineer	Power Plant Operator	Fuels Quality Advisor
Operational role - Exploration - Un...	Operational role - Mining - Univers...	Operational role - Mining - Univers...	Operational role - Mining - Univers...
Mining, Hydrogen	Mining, Hydrogen	Hydrogen	Hydrogen
Evaluate and analyse geological conditions and stability of soil and rock structures in mining operations. Conduct geotechnical investigations, ...	Plan, design, and manage mining operations, including mine development, production, and resource extraction. Conduct feasibility studies,...	Monitor the operation of machinery, troubleshoot issues, perform routine maintenance tasks.	Responsible for developing, implementing, and evaluating quality assurance programs to ensure customer specifications, regulatory ...
https://youtu.be/nRzJF7c9cAk	https://youtu.be/lfXVns2X5D8		
MSL20122 - CERT II in Sampling and Mi	MEM20422 - CERT II in Engineering Pat	PMA20116 - CERT II in Process Plant Oj	MSL20122 - CERT II in Sampling and Mi
	CPP30221 - CERT III in Surveying and Sj		
Bachelor of Engineering (Geotechnical I	Associate Degree in Engineering (Minin	Bachelor of Engineering (Chemical) Ac	Bachelor of Engineering (Chemical)
English, Mathematical Methods, Spec	English, Mathematical Methods, Spec	English, Literature, Mathematical Met	English, Mathematical Methods, Spec
The University of Queensland, UniSC	The University of Queensland, South	CQUniversity, Griffith College, Grif	The University of Queensland, Quee
Evolution Mining, Rio Tinto, BHP	Evolution Mining, Rio Tinto, BHP		

Airtable | Download CSV | View larger version

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Filter

Use the Filter tab to show exact search results by entering further data that you are wanting in your results.

E.g., The below Filter shows all job cards that have Mechanic in the entry level role.

The screenshot displays the Queensland Resources Council (Q.M.E.A.) website interface. At the top, the navigation menu includes HOME, ABOUT, PROGRAMS, NEWS, CALENDAR, APTITUDE TEST, and CAREERS. Below the navigation, a subtitle reads "An example of what the Careers Navigator job board would look like using Airtable".

The main content area shows a job board with a filter applied: "Filtered by Entry level role". A dropdown menu is open, showing the filter configuration: "Where Entry level role contains Mechanic". Below the filter, four job cards are visible, each representing a different role type:

- Mechanical Engineering**: ROLE TYPE: Operational role; MINING: Mining, Hydrogen; ROLE DESCRIPTION: Apply mechanical engineering principles to design, maintain, and optimize machinery and mechanical systems in mining operations.
- Refrigeration Technician**: ROLE TYPE: Maintenance - Trades; MINING: Mining, Hydrogen; ROLE DESCRIPTION: Install, maintain, and repair refrigeration systems used for cooling and preserving various equipment and storage facilities.
- Mechanical Fitter**: ROLE TYPE: Maintenance - Trades; MINING: Mining, Hydrogen; ROLE DESCRIPTION: Assemble, install, and maintain mechanical equipment and machinery. Read technical specifications, assemble components, align parts, and conduct...
- Diesel Mechanic/Fitter**: ROLE TYPE: Maintenance - Trades; MINING: Mining, Hydrogen; ROLE DESCRIPTION: Service, repair, and maintain plant machinery and equipment. Conduct inspections, diagnose faults, and perform mechanical repairs and ...

Each job card also includes a "MORE INFORMATION" section with a YouTube link and a "VETIS IN SCHOOLS (FUNDED CERTIFICATE CO..." section with a specific course code and title.

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E.g., The below Filter shows all job cards that have a university degree in Bachelor of Engineering, Science, CERT IV in Laboratory Techniques and/or VETIS in school CERT II in Sampling and Measurement, Engineering Pathways and Process Plant Operations as the second part of the search.

The screenshot shows the QMEA website header with navigation links: HOME, ABOUT, PROGRAMS, NEWS, CALENDAR, APTITUDE TEST, CAREERS. Below the header, a search filter is active: "Filtered by VETIS in schools (Funded Certificate course while at sc...". A dropdown menu is open for the "Where" field, showing the following options:

- Bachelor of Engineering (Electrical)
- Bachelor of Science (Advanced)
- CERT IV in Laboratory Techniques
- Bachelor of Science (Earth Science)

The background shows a list of job cards with columns for ROLE TYPE, MINING, ROLE DESCRIPTION, and MORE INFORMATION. The "Traine Field T" card is visible, with a description: "Process and analyse survey data, create charts, and assist in producing accurate hydrographic maps for navigation, resource management, or ...".

This screenshot shows the same QMEA website interface, but with a different dropdown menu for the "Where" field. The options are:

- MSL20122 - CERT II in Sampling and Measurement
- MEM20422 - CERT II in Engineering Pathways
- PMA20116 - CERT II in Process Plant Operations

The background job cards are the same as in the first screenshot, but the "Traine Field T" card is partially obscured by the dropdown menu.

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Sort

The Sort function is used to be specific with what you are looking for as you can add in a field or remove a field to find exactly what you are looking for.

QUEENSLAND resources COUNCIL QMEA RESOURCES SKILLS ACADEMY

HOME ABOUT PROGRAMS NEWS CALENDAR APTITUDE TEST CAREERS

An example of what the Careers Navigator job board would look like using Airtable

Sort by

- Find a field
- Entry level role
- Role Type
- Mining
- Role description
- More Information
- VETIS in schools (Funded Certificate course while at school)
- Apprenticeships/Traineeship
- University Degree
- Prerequisite subjects for University
- University in Queensland
- Vocation, Internships, undergraduate and graduate programs

Geoscience Modelling Specialist	Surveyor	Hydrologist
<p>UNIVERSITY IN QUEENSLAND</p> <p>VOCATION, INTERNSHIPS, UNDERGRADUATE AND GRADUATE PROGRAMS</p> <p>Queensland University of Technology</p> <p>Anglo American Evolution Mining</p>	<p>UNIVERSITY IN QUEENSLAND</p> <p>VOCATION, INTERNSHIPS, UNDERGRADUATE AND GRADUATE PROGRAMS</p> <p>Federation University</p>	<p>UNIVERSITY IN QUEENSLAND</p> <p>VOCATION, INTERNSHIPS, UNDERGRADUATE AND GRADUATE PROGRAMS</p> <p>Queensland University of Technology</p> <p>Anglo American Evolution Mining</p>
<p>Geoscience Modelling Specialist</p> <p>ROLE TYPE</p> <p>Operational role - Exploration</p> <p>MINING</p> <p>Mining Hydrogen</p> <p>ROLE DESCRIPTION</p> <p>Utilize advanced software and modelling techniques to analyse geological data and create geological models. Develop 3D models of...</p>	<p>Surveyor</p> <p>ROLE TYPE</p> <p>Operational role - Exploration - Un...</p> <p>MINING</p> <p>Mining Hydrogen</p> <p>DESCRIPTION</p> <p>Surveying and mapping mining areas, defining boundaries, conducting surveys, mine development, and providing precise survey data for planning ...</p>	<p>Hydrologist</p> <p>ROLE TYPE</p> <p>Operational role - Exploration - Un...</p> <p>MINING</p> <p>Mining Hydrogen</p> <p>ROLE DESCRIPTION</p> <p>Measure, analyse and maintain water quality across a mine site by developing strategies for water conservation and water quality improvement</p>
<p>MORE INFORMATION</p> <p>VETIS IN SCHOOLS (FUNDED CERTIFICATE COURSE WHILE AT SCHOOL)</p> <p>RII20120 - CERT II in Resources and Infrastructure</p> <p>APPRENTICESHIPS/TRAINESHIP</p> <p>RII30120 - CERT III in Surface Extraction</p> <p>UNIVERSITY DEGREE</p> <p>Bachelor of Science (Geophysics) Bachelor of Science (Geophysics) Bachelor of Science (Geophysics)</p> <p>PREREQUISITE SUBJECTS FOR UNIVERSITY</p> <p>English Literature Mathematical Methods</p>	<p>MORE INFORMATION</p> <p>VETIS IN SCHOOLS (FUNDED CERTIFICATE COURSE WHILE AT SCHOOL)</p> <p>10935NAT - CERT II in Autonomous Technology</p> <p>APPRENTICESHIPS/TRAINESHIP</p> <p>CPP30221 - CERT III in Surveying and Stationing</p> <p>UNIVERSITY DEGREE</p> <p>Bachelor of Science (Geophysics) Bachelor of Science (Geophysics) Bachelor of Science (Geophysics)</p> <p>PREREQUISITE SUBJECTS FOR UNIVERSITY</p> <p>English Literature Mathematical Methods</p>	<p>MORE INFORMATION</p> <p>VETIS IN SCHOOLS (FUNDED CERTIFICATE COURSE WHILE AT SCHOOL)</p> <p>10935NAT - CERT II in Autonomous Technology</p> <p>APPRENTICESHIPS/TRAINESHIP</p> <p>CPP30221 - CERT III in Surveying and Stationing</p> <p>UNIVERSITY DEGREE</p> <p>Master of Spatial Science (Design Major)</p> <p>PREREQUISITE SUBJECTS FOR UNIVERSITY</p> <p>English Literature Mathematical Methods</p>

Airtable Download CSV View larger version

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E.g., The below sort is adding the field of university degree, alphabetized from A to Z and Universities in Queensland. It will then show you the roles with university degrees and the Universities in Queensland. You can add several sort fields to navigate further into the job roles.

The screenshot displays the QMEA (Queensland Resources Skills Academy) website header with navigation links: HOME, ABOUT, PROGRAMS, NEWS, CALENDAR, APTITUDE TEST, CAREERS, and a search icon. Below the header, a text line reads: "An example of what the Careers Navigator job board would look like using Airtable".

The main content area shows an Airtable interface with a sorting menu open. The menu is titled "Sort by" and contains two entries:

- University Degree (dropdown) | A - Z (dropdown) | X | ::
- University in Queensland (dropdown) | First - Last (dropdown) | X | ::

 There is also an option to "Add another sort".

Four job cards are visible, each representing a different role type:

- Draftsperson**: ROLE TYPE: Operational role - Mining - Univers...; MINING: Hydrogen; ROLE DESCRIPTION: The key responsibility will be to design concepts into accurate and precise drawings to assist with the construction of...; MORE INFORMATION: VETIS IN SCHOOLS (FUNDED CERTIFICATE CO... RII20120 - CERT II in Resources and Infr; APPRENTICESHIPS/TRAINESHIP: MEM40422 - CERT IV in Engineering Dr; UNIVERSITY DEGREE; PREREQUISITE SUBJECTS FOR UNIVERSITY
- Maintenance - Trades**: ROLE TYPE: Maintenance - Trades; MINING: Mining Hydrogen; ROLE DESCRIPTION: Perform routine maintenance and repairs on mining equipment, machinery, and facilities. Conduct inspections, identify faults, troublesho...; MORE INFORMATION: VETIS IN SCHOOLS (FUNDED CERTIFICATE CO... MEM20422 - CERT II in Engineering Pat; APPRENTICESHIPS/TRAINESHIP: AUR31520 - CERT III in Automotive Die;
- Maintenance - Trades**: ROLE TYPE: Maintenance - Trades; MINING: Mining Hydrogen; ROLE DESCRIPTION: Perform rigging tasks to lift, move, and position heavy equipment and materials in the mining industry.; MORE INFORMATION: VETIS IN SCHOOLS (FUNDED CERTIFICATE CO... CPC10120 - CERT I in Construction Path; APPRENTICESHIPS/TRAINESHIP: CPC32920 - CERT III in Construction Cr;
- Process Operator**: ROLE TYPE: Operational role; MINING: Mining Hydrogen; ROLE DESCRIPTION: Oversee and control the production and distribution of Mining and Hydrogen gas. Monitor the Mining and Hydrogen production process, ensurf...; MORE INFORMATION: VETIS IN SCHOOLS (FUNDED CERTIFICATE CO... PMA20116 - CERT II in Process Plant O; APPRENTICESHIPS/TRAINESHIP: RII30120 - CERT III in Surface Extraction; UNIVERSITY DEGREE; PREREQUISITE SUBJECTS FOR UNIVERSITY

 At the bottom of the interface, there is an Airtable logo on the left and "Download CSV" and "View larger version" links on the right.

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Additional Features

Handy features include:

- Download CSV, which will export **all** job roles into a CSV file for download.
- Print View, which will print the current view.

The screenshot shows the QMEA (Queensland Resources Skills Academy) website. The header includes the Queensland Resources Council logo and navigation links: HOME, ABOUT, PROGRAMS, NEWS, CALENDAR, APTITUDE TEST, CAREERS, and a search icon. Below the header is a banner image of copper pipes with the text 'HOME / CAREERS NAVIGATOR / HANDBOX'. A caption reads: 'An example of what the Careers Navigator job board would look like using Airtable'. The main content area displays a grid of job roles. The first role is 'Water Truck Operator', the second is 'Dump/Haul Truck Operator', and the third is 'Trade Assistant'. A dropdown menu is open over the 'Water Truck Operator' role, showing 'Download CSV' and 'Print view' options. Red arrows point from the text in the 'Additional Features' section to these menu items.

Water Truck Operator	Dump/Haul Truck Operator	Trade Assistant
<p>ROLE TYPE</p> <p>Operational role - Extraction and Pr...</p>	<p>ROLE TYPE</p> <p>Operational role - Extraction and Pr...</p>	<p>ROLE TYPE</p> <p>Operational role - Extraction and Pr...</p>
<p>MINING</p> <p>—</p>	<p>MINING</p> <p>Mining Hydrogen</p>	<p>MINING</p> <p>Mining Hydrogen</p>
<p>ROLE DESCRIPTION</p> <p>Operate water trucks to suppress dust and maintain proper road conditions within mining sites. Fill water tanks, navigate site roadways, and spray wat...</p>	<p>ROLE DESCRIPTION</p> <p>Operating trucks to transport raw materials and minerals.</p>	<p>ROLE DESCRIPTION</p> <p>Support skilled tradespeople, such as mechanics, electricians, or engineers. Assisting with tasks such as equipment maintenance, repairs, and installations.</p>
<p>MORE INFORMATION</p> <p>—</p>	<p>MORE INFORMATION</p> <p>—</p>	<p>MORE INFORMATION</p> <p>—</p>
<p>VETIS IN SCHOOLS (FUNDED CERTIFICATE CO...</p> <p>RII20120 - CERT II in Resources and Infr</p>	<p>VETIS IN SCHOOLS (FUNDED CERTIFICATE CO...</p> <p>RII20120 - CERT II in Resources and Infr</p>	<p>VETIS IN SCHOOLS (FUNDED CERTIFICATE CO...</p> <p>MEM20422 - CERT II in Engineering Pat</p>
<p>APPRENTICESHIPS/TRAINEEESHIP</p> <p>RII30920 - CERT III in Civil Construction</p>	<p>APPRENTICESHIPS/TRAINEEESHIP</p> <p>RII20220 - CERT II in Surface Extraction</p>	<p>APPRENTICESHIPS/TRAINEEESHIP</p> <p>RII20220 - CERT II in Surface Extraction</p>
<p>UNIVERSITY DEGREE</p> <p>—</p>	<p>UNIVERSITY DEGREE</p> <p>—</p>	<p>UNIVERSITY DEGREE</p> <p>—</p>
<p>PREREQUISITE SUBJECTS FOR UNIVERSITY</p> <p>—</p>	<p>PREREQUISITE SUBJECTS FOR UNIVERSITY</p> <p>—</p>	<p>PREREQUISITE SUBJECTS FOR UNIVERSITY</p> <p>—</p>
<p>UNIVERSITY IN QUEENSLAND</p> <p>—</p>	<p>UNIVERSITY IN QUEENSLAND</p> <p>—</p>	<p>UNIVERSITY IN QUEENSLAND</p> <p>—</p>