Application process for registration as a Registered Overseas Skilled Meat Worker Assessor

What is a registered Overseas Skilled Meat Worker Assessor?

A registered Overseas Skilled Meat Worker Assessors are assessors who meet the qualifications and criteria to be registered by MINTRAC for the skills assessment of overseas Skilled Meat Workers in accordance with the terms and conditions prescribed in Commonwealth Government Labour Agreements for the Entry of Overseas Skilled Meat Workers into Australia.

Qualification and experience requirements

In order to become a registered Overseas Skilled Meat Worker Assessor, you need to satisfy the following two requirements:

1. Must hold TAE40110 Certificate IV in Training and Assessment or its successor. The Certificate IV must include core units 'Design and develop assessments tools' and 'address adult language, literacy and numeracy (LLN) skills'
   AND
2. experience in meat processing.

Period of registration

Registration is for a period of one year.

Assessor registration fee

An annual fee is payable at the time of application.
From the 1st of January 2025 registrations fees will be as follows:

MINTRAC Members - $300 + GST
This rate applies to an assessor directly employed by a MILA employer who is a MINTRAC member.
NON MINTRAC Members – $750 + GST
This rate applies to an assessor who is not directly employed by a MILA employer, or has a letter of endorsement from a MILA employer who is not a MINTRAC Member

Registration fees are not reimbursable.

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Application process

Your completed application will consist of:

1. a completed application form, including the signed declaration
2. certified* copies of relevant certificates to show that you have met the qualification requirements
3. evidence of experience in meat processing
4. written support of the application from a Meat Processing Company which is part to a Labour Agreement, including a copy of the signed signature page from the agreement
5. Payment of Registration Fee

Signed applications must be emailed to MINTRAC at mintrac@mintrac.com.au
Your application will be processed within two weeks of receipt of application and payment received at MINTRAC.

If your application is accepted,

- You will receive notification that you have been registered as a Overseas Skilled Meat Worker Assessor; and
- your name will be added to the MINTRAC Register of Overseas Skilled Meat Worker Assessors on the MINTRAC website, and
- you will receive a confirmation letter and a registration card.

Removal from the MINTRAC Register of Overseas Skilled Meat Worker Assessors

An assessor will be removed from the register:

- if registration is not renewed by the applicant; or
- if the registration fee is not paid, within one month of it falling due for renewal: or
- if MINTRAC is advised by a Meat Processing Company of a skills assessment failure of an assessment conducted by the Assessor. A skills assessment failure is where a Primary Visa Applicant/Holder is found to not meet the skilled requirements of an Overseas Skilled Meat Worker as described in the Labour Agreement; or
- at the written request of the Assessor.

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* A certified copy is a copy of an original document which is verified as a true copy by an authorised person. In Australia, persons who may certify documents include Justices of the Peace (JPs). Lists of JPs ca be found in the Yellow pages telephone book or the following websites.

Justice of Peace NSW Just of Peace QLD Justice of Peace VIC Justice of Peace SA
Justice of Pease WA

If an assessor objects to their removal from the MINTRAC Register of Overseas Skilled Meat Worker Assessors due to notification of a Skills Assessment Failure by the Meat Processing Company, they may ask the company to employ a second Approved Overseas Skilled Meat Worker Assessor to review the original assessment.
If the second assessor supports the finding of a Skills Assessment Failure, then the removal of the assessor from the MINTRAC Register of Overseas Skilled Meat Worker Assessors will be confirmed.
If the second assessor find that the original assessment was correct, then the assessor will be reinstated to the MINTRAC Register of Overseas Skilled Meat Worker Assessors.