



Cadetship Program

Practical hands-on experience from industry professionals and gain the right skills for a successful construction career.

Who We Are

Mettle began its life in 2015 and since its inception has grown from humble beginnings to become a sustainable, well recognised and respected construction, fitout and refurbishment business. With offices in both Brisbane and Sydney, Mettle is well positioned for sustainable growth along the eastern coastline of Australia.

Mettle started with a vision that was fundamentally underpinned by the definition of 'Mettle', and 'Doing Good Things with Good People.'

We think we've got it right; making Mettle a great place to work and a great company to do business with.

*Mettle, by definition, is the ability to rise and meet a challenge in a spirited and resilient manner.

Our Values

Be Accountable

Being accountable creates certainty. Construction can be a high-risk, volatile industry where certainty is invaluable. Being accountable to yourself, others and the process provides certainty.

Be Curious, Ask Questions, Listen

Being curious means you are eager to learn. Ask questions and listen to answers. A curious mind fosters collaborative working relationships both internally and externally.

Take Care

Take care of yourself both physically and mentally. Take care of those around you to encourage a healthy and sustainable workplace. Take care in your work – be proud of what you do!

Be Proactive, Problem Solve

Being proactive in construction is having the insight to identify issues and apply a solution before it becomes a problem. Have the courage to back your decision and the humility to know when to change course.

Be Authentic, Come As You Are

Don't pretend to be someone or something you aren't. Be yourself and respect others for who they are and appreciate the differences between us. Diversity makes the world go round!

Make It Happen

Take the opportunity and own it. Have the vision and drive to make it happen.

What Mettle can offer you to enhance your career:

Mettle's Cadetship is a three-year structured program that will provide you with practical hands-on experience, opportunities to learn from our team of industry professionals and the right skills and competencies to set you up for a dynamic and successful construction career.

The program is the perfect springboard into a sustainable career with Mettle and the broader construction industry.

Through the Mettle cadetship, you will:

Be involved with meaningful and challenging work to ensure that you receive practical experience working within Mettle's different business areas

Receive support and mentoring from our team of talented and respected industry professionals whilst building your technical, personal, and professional skills

Develop a professional network within the construction industry

Ideal candidates

If you are a third or fourth year student ideally studying construction, engineering, quantity surveying, building design, urban development, civil engineering, cost engineering, property economics, quantity surveying, trade or building-related qualification, then this Cadetship is perfect for you.

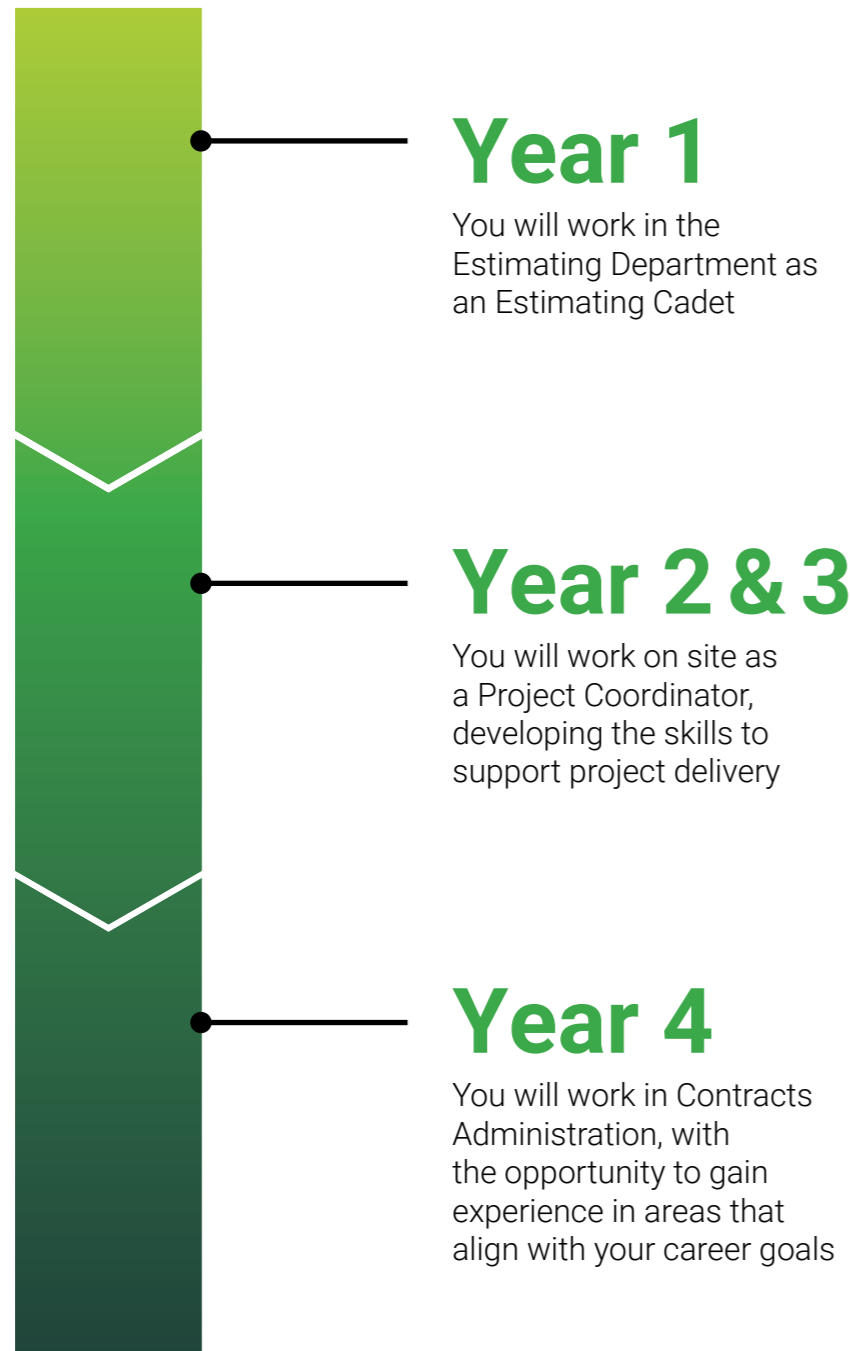
You should be available to do a minimum of four days per week (five days during university holidays) or as required by the project you are working on.

What you will bring:

1. Genuine passion for the construction industry
2. Care about doing a good job, no matter the task
3. Good communication skills, both written and verbal
4. A 'can do' attitude and willingness to learn
5. A curious disposition
6. A drive to succeed
7. Ability to take initiative and search for work
8. Display care and respect for yourself and others.



The Cadet Program will be a 3-4 year program



Durations in each role may change depending upon the needs of the business and the individual cadet.

The ultimate focus is to provide the best result for the Cadet's career progression.

The sequencing of the cadet program may also change with the needs of the business.



I found the cadetship at Mettle both challenging and rewarding. Coming straight in, there was a lot to learn very quickly, especially balancing new responsibilities that I had never encountered before. Mettle have provided a supportive environment, and I felt that everyone is approachable and willing to help, which has made a big difference in my confidence and development. Looking back, I feel that I've grown a lot both personally and professionally, and I'm grateful for the exposure I've had in the estimating space across a variety of projects.

Estimating has given me a strong foundation in cost as well as a basic understanding of how projects are built. This has helped me recognise the importance of communication within the team as well as to subcontractors and clients. My time at Mettle has been really positive and I'm looking forward to continuing to grow in the next stage of the programme.

Fergus Wilson
Cadet

Mettle's cadet program has been an invaluable experience for my professional development. Through the program, I've gained hands-on exposure in estimating and on live construction projects and developed a strong understanding of contracts administration and project delivery. I've been trusted with real responsibilities and supported by an experienced team who are generous with their knowledge and mentorship. My mentors are actively involved in my development, regularly checking in on my progress and taking the time to guide and encourage me. This experience has helped me build practical skills, confidence, and strong professional relationships, creating a solid foundation for my career in the construction industry. I would highly recommend the program to anyone looking for a workplace that genuinely invests in their development.



Jayde Casey
Project Co-ordinator (4th Year Cadet)

Year 1

Working in Estimating

The critical starting point for every project we do.

Estimating is where everything begins in a construction business.

As a construction business, our outputs are building projects for our clients. Before any construction commences, our client needs to understand the costs of the proposed project.

There are two ways this can be established:

Tender against other builders– the client asks Mettle and other building companies to tender on the project. This means we are actively competing to secure the project.

Negotiate / Early Contractor Involvement (ECI) – the client negotiates directly with Mettle to achieve an outcome that matches an agreed budget. This is our preferred method of securing work.

Estimating is a fundamental part of any construction business. Delivering the right results ensures Mettle remains strong and can bring its clients' visions to life.

Key things you will learn in this rotation

Estimating Fundamentals

- What sub-contractors generally undertake as part of their packages
- The sub-contractors who make up the market and area you're in
- How to present information to sub-contractors to get quality responses
- Prepare basic scope of works for sub-contractors to price
- Measure and rate key components of a project and how this is used to assess sub-contractor quotes when received
- Carry out trade comparisons to determine which quotes offer best value for money

Project Delivery and Operations

- How to read construction documentation
- Understand the structure of head contract tenders and how tenders are conditioned
- The process of handing over successful tenders to delivery teams for project execution
- You will develop the capability to independently compile and prepare tenders

Systems and Processes

- Become competent at CostX, Estimate One, or similar estimating systems
- The importance of and how to manage documentation coming into and leaving the business

Professional and Personal Development

- The art of time management
- Increase your skill base (ask technical and detailed questions, be curious)
- The art of business communication - how to hold quality conversations with sub-contractors and get the results you're after

When you complete this rotation, you will:

1. Have a well-grounded understanding of the basic mechanics of construction
2. Have a basic grounding of how sub-contractor procurement is carried out
3. Have established a basic network of sub-contractors that you can liaise with confidently
4. Have a working understanding of estimating software
5. Be able to contribute to estimating for smaller-scale projects
6. Be able to carry out/assist with sub-contract comparisons and negotiations
7. Be able to manage document control on a project
8. Understand what consultants provide for each design discipline
9. Understand the importance of time management and how it impacts the business
10. Have the skills and understanding to move into the next rotation of the cadet program

Year 2

Working in a Site Team

This is where actually building something gets real.

After a job is converted in Estimating, it is handed over to Mettle's project delivery & site teams to deliver the project.

The skills you learn in Estimating will assist you in the transition to Project Coordinator and later Contracts Administrator.

In this rotation, you will be directly and tangibly contributing to Mettle's outcomes, deliverables and profitability.

Key things you will learn in this rotation

Site Fundamentals

- The basics of a Site Safety Plan and Mettle's safety system
- Site Set up procedures
- How to induct sub-contractors and the importance of the induction process
- Be involved with day-to-day site activities to learn and understand the importance of programming and scheduling

Project Delivery and Operations

- The defect management process incl. recording, issuing to subcontractors and closing out defects with the client
- Attend sub-contractor meetings and develop minutes
- The importance of Project Control Group (PCG) meetings and learn how to take minutes
- The preparation weekly flash reports for clients
- The preparation and management of Request For Information (RFI) to clients and management of responses
- How to prepare and manage RFI's to consultants + subcontractors and management of responses
- Assessing and processing subcontractor / supplier claims and assist in preparing Head Contract Progress Claims
- Be able to assist in the preparation of project cost reports
- Assist with monthly project reporting

Systems and Processes

- How to use Jobpac, Procure, Hammertech and Procure Pro
- How to use Microsoft Project
- How to prepare basic scope of works for sub-contractors to price
- The subcontract letting process including writing scopes, negotiations, write and issue sub-contracts, cost comparisons, letting sign offs
- To prepare and issue Purchase Orders
- Issued For Construction (IFC) document control / distribution and the importance of this

Professional and Personal Development

- How to present information to sub-contractors to get quality responses
- Further development of written and verbal business communication skills
- The art of procurement

When you complete this rotation, you will:

1. Have a sound understanding of site procedures
2. Have developed good problem-solving skills and how to overcome obstacles in a construction environment
3. Understand the importance of foreseeing and rectifying problems prior to them occurring
4. Know how to operate construction software
5. Understand cost and quality control measures
6. Have a good understanding of how subcontracts and head contracts are formed and managed
7. Attend Project Control Group (PCG) meetings and contribute
8. Understand document control and its importance on site
9. Work with payment cycles, preparing head contract progress claims and assessments and the payment of subcontract and supplier claims
10. Understand statutory timeframes in which specific assessments need to occur (BIFA + SOPA)
11. Have exposure to managing head contracts including progress claims, variation claims, Notice of Delays (NOD), Extension of Time (EOT)s and associated timeframes
12. You will be certified and be able to operate Procure, Jobpac and Microsoft Project
13. You will be able to understand what consultants provide for each design discipline on a project
14. You will understand the importance of time management and how it impacts the business
15. You will have the skills and understanding to move into the next rotation of the Cadet program

Year 3

Working in Project Coordination

In Year 3, you move beyond assisting and begin actively driving packages, costs and contract administration. You are no longer observing how projects operate, you are directly influencing programme, procurement, cashflow and commercial outcomes.

This rotation bridges the gap between your previous development plan units and typical contract administration responsibility. You will begin operating with greater autonomy, while still being supported by your Project and Management team.

By the end of this rotation, you should be capable of managing trade packages from tender through to delivery, understanding head contract obligations and contributing meaningfully to project profitability.

Key things you will learn in this rotation

Site Fundamentals

- Apply safety and compliance principles in line with Work Health and Safety (WHS) requirements
- Identify design clashes, buildability challenges, and site risks before they impact delivery
- How site sequencing and design decisions affect project delivery

Project Delivery and Operations

- Take increasing responsibility for managing trade packages from tender to subcontract execution
- Support preparation of progress claims, variations, and payment schedules
- Understand and comply with statutory obligations, including the Security of Payment Act (SOPA) and Building Industry Fairness (Security of Payment) Act 2017 (BIFA)
- Contribute to cost monitoring, cashflow management and commercial risk identification

Systems and Processes

- Operate Procore and Jobpac to track project progress, costs and documentation
- Prepare trade comparisons, scopes of work and letting advice under guidance
- Understand the commercial drivers within Head Contracts and their influence on project outcomes

Professional and Personal Development

- Present technical and commercial information clearly to project teams and subcontractors
- Develop negotiation, problem-solving and decision-making skills
- Take ownership of defined workstreams with increasing independence
- Support the wider project team in delivering projects efficiently, safely and to quality standards

When you complete this rotation, you will:

1. Manage trade packages from tender through to subcontract execution
2. Support the contracts administration function and contribute to commercial decisions
3. Understand cost control, cashflow and project financial performance
4. Operate Procore and Jobpac confidently for project delivery
5. Understand statutory requirements and Head Contract mechanisms
6. You will have the skills and understanding to move into the final rotation of the Cadet program

Year 4

Working as a Contracts Administrator

As a Contracts Administrator, you are responsible for protecting Mettle's contractual and financial position while supporting smooth project delivery. You are no longer learning the fundamentals, you are applying them independently.

You manage procurement, administer contracts, control costs and maintain cashflow. You work closely with the Project Manager, Site Team and Management to ensure the project performs both operationally and financially.

By this point, you will have the capability required to lead projects commercially within a team and access a range of future career pathways aligned with your interests with Mettle.

Key things you will learn in this rotation

Site Fundamentals

- Develop the ability to apply contractual and commercial thinking to live site decisions
- Identify commercial risks arising from design changes, programme impacts or subcontractor performance
- Build capability in managing subcontractor obligations in line with contract requirements
- Gain exposure to dispute resolution processes and performance issue management

Project Delivery and Operations

- Take responsibility for administering the Head Contract across the project lifecycle
- Develop confidence in managing project cashflow and understanding its impact on margin
- Learn how to prepare, submit and support client progress claims
- Build capability in assessing and negotiating variations and extensions of time
- Support the close-out of subcontract accounts within required timeframes
- Understand how procurement strategy and programme decisions influence commercial outcomes
- Identify opportunities to improve margin and commercial performance

Systems and Processes

- Contribute to maintaining the Project Profit Plan and commercial forecasting processes
- Develop accuracy in cost reporting and margin tracking
- Learn the importance of issuing contractual notices within statutory timeframes
- Maintain commercial registers to support risk and claim management
- Apply disciplined document control practices to protect contractual entitlement

Professional and Personal Development

- Develop confidence leading commercial discussions with subcontractors and clients
- Strengthen negotiation and influence skills in commercially sensitive situations
- Exercise independent commercial judgement with guidance from senior leaders
- Build resilience when managing contractual pressure and competing priorities
- Develop leadership capability within the project team

When you complete this rotation, you will:

1. Have the capability to independently administer key aspects of a construction contract
2. Understand how commercial decisions directly impact margin, cashflow and risk
3. Be confident preparing and negotiating progress claims, variations and contractual notices
4. Be capable of managing subcontracts through to finalisation
5. Demonstrate sound commercial judgement in live project environments



I am proud to have been given the opportunity to commence my career at Mettle. The Cadetship program saw my early days in the estimating department, where I learnt endless skills that I continue to use daily in my role. During my time spent in the front end part of the business, Mettle being an up and coming company provided me with exposure to work closely alongside Senior Management. Naturally this comes with great insight and opportunity to learn from the best. Emerging out of estimating and into a project delivery site role, Mettle equipped me with guidance and great mentoring.

Progressing from Cadet to Project Manager, my journey reflects the opportunity and career development Mettle provides.

Andrew Tydink
Project Manager
(Former Cadet)



**Are you ready for
your next role?**

Send your resume to
careers@mettle.au



Cadets in the photo (L-R):
Jayde (Current), Taylor (Current),
Dominic (Current), Andrew
(Former), Fergus (Current),
Annoushka (Current)

Company Details

ABN

Mettle QLD Pty Ltd: 26 150 321 216
Mettle NSW Pty Ltd: 44 139 355 614

Licence Numbers

Queensland Building and Construction Commission
Licence: 1212702, MR Category 6, \$120-\$240m
New South Wales Licence - 335727C
Australian Capital Territory Licence – 2025103
Northern Territory Licence – 359478CU
Victorian Building Authority - CCB-U 63265
South Australia Contractor Licence BLD - 300985
Tasmanian Building Licence - 711003533
Western Australia Licence - BP104867

QLD Government Prequalified Schemes

PQC Registration 3453
Maximum Annualised
Contract Value \$26,000,000



NSW Government Prequalified Schemes

SCM100002 – \$9M - \$30M
SCM1461 - \$1M - \$9M
SCM0256 - \$250K - \$1M



Federal Safety (FSC) Accreditation

Australian Government WHS Scheme
Expiry Date: 12th August 2027



ISO Accreditations

Management Systems Certified
ISO 9001:2015 Quality Management Systems
ISO 14001:2015 Environmental Management Systems
ISO 45001: 2018 OHS Management Systems



Public Liability Insurance

Name of Insurer: Berkshire Hathaway Specialty Insurance & XL Insurance Company SE
Policy No: 47-ZCA-331553-01 & AU00012116LI23A
Cover (\$AUD): \$50,000,000
Expiry Date: 30th September 2026

Work Cover Insurance

Name of Insurer: iCare Workers Insurance Workcover QLD
Policy No: 104203101 WAB120389381
Expiry Date: 30th June 2026
30th June 2026

Professional Indemnity Insurance

Name of Insurer: DUAL Australia Pty Ltd
Markel Australia Pty Ltd
Policy No: AU00097650-000 CV7224A25RZA
Cover (\$AUD): \$20,000,000
Expiry Date: 30th September 2026

Contract Works Insurance

Name of Insurer: Allianz Australia Ltd
Policy No: 99-0009115-CMD
Cover (\$AUD): \$30,000,000*
Expiry Date: 30th September 2026

**Policy Cap can be lifted on an as needed basis to suit project requirements. We have successfully had this increased on a number of occasions.*

Corporate Member of the National Association of Women in Construction





We'd love to hear from you

Locations

Brisbane

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