Reach your potential

Ever thought of a career in banking?

NAB is committed to providing sustainable employment opportunities for Aboriginal and Torres Strait Islander people who are committed to reaching their potential.

NAB is seeking Aboriginal and Torres Strait Islander high school students about to enter year 11 to apply for the NAB Indigenous School Based Traineeship Program. NAB traineeships commence in December each year and you will work 1 day a week during school term and full-time over school holidays. You will be paid an hourly rate and in return gain valuable skills, knowledge, confidence and real life experience to help you reach your potential.

Over the two year program, you will be trained by a friendly and supportive team to become a fully competent Customer Service Adviser in our branch network. To be successful you will need to display:

- A desire to work in a customer service role;
- Good numeracy and literacy skills;
- A commitment and be a reliable individual;
- An attention to detail and be well organised;
- Enthusiasm and a willingness to learn; and
- An ability to follow procedures, processes and banking requirements.

On successful completion of your traineeship you will have the opportunity to apply for a career with NAB.

If you want to find out more about NAB’s Indigenous Employment Programs email indigenous@nab.com.au
What is a School-based Traineeship?
School-based traineeships allow high school students to work for an employer, train towards a recognised qualification and complete their secondary school studies.

What does the traineeship involve?
You will undertake year 11 and 12 studies; work with NAB 1 day a week during school term and generally full-time over school holidays, while completing your Certificate II in Business Administration.

What kind of work will I be doing with NAB?
The team at NAB will work with you to train and develop you personally and professionally in the role of Customer Adviser. Your main role will be working with our customers where you will provide efficient and accurate processing of customer banking transactions.

What skills do I need to be a Trainee with NAB?
Over the two year program, you will be trained by a friendly and supportive team. To be successful you will need to display:

- A desire to work in a customer service role;
- Good numeracy and literacy skills;
- A commitment and be a reliable individual;
- An attention to detail and be well organised;
- Enthusiasm and a willingness to learn; and
- An ability to follow procedures, processes and banking requirements.

What support will I receive?
During your traineeship you will be supported by your employer, a Group Training Organisation (GTO), your school and the training provider for your certificate studies. While at work, you will receive support from the team at the branch and be set up with a dedicated buddy who will support, train and mentor you.

How difficult is it to combine work, school and traineeship studies?
To be successful, you need to be well organised, have good time management skills and be highly committed to keeping on top of everything. Support will be available through your GTO, the school and NAB – who will do everything to keep you on track.

What happens once I complete my traineeship?
If you’re committed to reaching your potential, NAB is committed to providing real career opportunities in banking & finance. Throughout your traineeship your manager will work with you to assist you to plan for your future. You could either go onto do a full-time traineeship with NAB; go directly into a permanent position; or you may choose to study at university and work casually with NAB to support you through university – there are many options.