



TECHFORCE PERSONNEL PTY LTD ABN 38 129 012 611  
270-272 Payneham Rd Payneham SA 5070  
T 08 8362 0600 F 08 8362 0601 E info@techforce.net.au  
*quality controlled recruitment*

## Capability Statement

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### Industry Accreditation

Techforce Personnel Pty. Ltd. are licenced to carry on the business of an employment agent under the employment agent's registration Act 1993 and regulations. Licence No. 6066983. Site registration No. 218425 (Copy of licence available upon request)

### Insurances

Workers Compensation	\$50,000,000
Public Liability	\$20,000,000



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## Who We Are

Techforce is a specialised niche recruitment and project management group with over 25 years' experience supplying qualified and experienced specialist staff to a range of industries across Australia. We are a privately owned nationwide Australian recruitment and project management company with the ability to procure, man and mobilise entire projects / shut downs. Techforce was born out of a need in the recruitment market for a specialised recruitment company who could offer a more tailored labour hire and project management solution to companies.

It is no idle boast that at Techforce we align ourselves as business partners with our clients to help them achieve a competitive edge in an ever more competitive market. Opening our first office in Adelaide in 2010 Techforce have now expanded into every Australian state with a staff of 50 and growing. Our Directors and senior management team have built a brand that is synonymous with Integrity, service and value. When you deal with Techforce senior management you will be dealing with a stakeholder in the company who can make commercial decisions immediately.

What sets us apart is our people. Our management team all come from a hands-on mining and construction project management background. Our mobilisation and recruitment teams along with our administrators have all worked on site.

Our management and recruiting teams across Australia have the direct industry know-how to hand pick the specialist staff to perfectly match your business's needs. When you partner with Techforce to solve your personnel needs you'll always get staff who are perfectly qualified, with the hands-on experience and "can-do" attitude to get the job done when it counts.

Not just a recruitment agency. The old recruitment model of just filling jobs is obsolete. Techforce have strategically placed themselves as more than just another recruitment company. At Techforce we partner with our clients and work closely together from the tender process right through the to the scheduling and manning and offer continuous post placement and project support.

We may not be the biggest, but that just means you'll get the personalized service you deserve. We treat every client as if they're our only client. Our managers and consultants are available 24/7 365 days a year.



Ground Floor - BGC Centre  
 28 The Esplanade  
 Perth WA 6000

270 / 272 Payneham Road  
 Payneham  
 Adelaide SA 5070

Level 1  
 48 - 50 Smith Street  
 Darwin NT 0800

Suite 4, Level 1  
 90 Vulture Street, West End  
 Brisbane QLD 4101

2 Portside Crescent  
 Maryville  
 Newcastle NSW 2293

**Head Office – payroll and invoicing**

- Main Contact - Domenic Virgara BA Acc CPA
- Managing Director
- Email: [dom@techforce.net.au](mailto:dom@techforce.net.au)
- 270-272 Payneham Road PAYNEHAM SA 5070
- Ph: 08 8362 0600 fax: 08 8362 0601

**Perth Office**

- Main Contact – Paul Duffy
- State Manager
- Email: [paul.duffy@techforce.com.au](mailto:paul.duffy@techforce.com.au)
- Mob: 0477999866
- Level 3, BGC Centre, 28 The Esplanade, Perth WA 6000
- Ph: 08 63637045 | Fax: 08 83620601

**Darwin Office**

- Main Contact – Justin McNicol
- National Operations Manager
- Email: [justin@techforce.com.au](mailto:justin@techforce.com.au)
- Mob: 0439 942 332
- Level 1, 48-50 Smith St

**Brisbane Office**

- Main Contacts- Justin Mc Nicol & Paul Duffy
- Suite 4, Level 1, 90 Vulture Street
- West End, Brisbane, Queensland, 4101
- Email: [justin@techforce.com.au](mailto:justin@techforce.com.au)
- Email: [paul.duffy@techforce.com.au](mailto:paul.duffy@techforce.com.au)

**New South Wales – Newcastle**

- Main Contact – Leah Taylor
- Recruitment Manager
- Email: [leah@techforce.com.au](mailto:leah@techforce.com.au)
- Suite 7, 2 Portside Crescent, Maryville, NSW 2293
- Ph: 02 4944 2011 | Fax: 08 8362 0601



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## More About Us

The Techforce business infrastructure plan was created as a road map that was used to start and run our company. This road map consists of a three-part plan: daily operations, processes, and employees. The correct business infrastructure ensures the proper coordination of human resources, processes and other operational tools necessary to ensure manageable, profitable growth. The correct Business infrastructure helps to provide us with a solid foundation, a replicable platform, a model and a formula that makes each time we do something easier than the time before. Business infrastructure ensures consistency in our delivery of customer value and it is key to reaping the benefits of economies of scale.

Our daily operations were first instigated from our first office in Adelaide in 2010. Techforce have now expanded into every Australian state. When selecting our offices Techforce used mapping software to source and procure real estate in strategic locations which would appeal to internal staff, candidates and clients whilst allowing for scalable operational growth.

At Techforce our internal processes were developed by our managing director and senior management team who have in excess of 40 years' experience owning and running successful recruitment construction and project management companies. These internal policies are constantly evolving and improving to ensure Techforce as a company continues its forward and upward trajectory. The three key areas of policy improvement centres around internal hiring, the recruitment of candidates and compliance within our service delivery along with our legal and HSE obligations as a company.

When it comes to our employees Techforce firmly believe that our employees are our most valuable resource. A successful company is built by its people and our mission statement in this area revolves around a stringent internal hiring process to ensure our people align with our vision, ethics and culture. Techforce currently employ forty two people nationwide in the areas of management, accounts, recruitment consultants, HSE advisers & return to work coordinators, indigenous mentors and support staff.

Techforce has invested heavily in its technology and infrastructure which includes our cloud-based database platform and our internal payroll, invoicing and management software to ensure full compliance and data integrity. Techforce currently use Job Adder as our cloud-based database which has been tailored exclusively to our business needs and is accessible to our employees Australia wide at all times through multiple ports and devices. Our database currently holds 250,000 Active candidates nationwide. Techforce has also worked closely with our software developers to continually update and upgrade our Payroll software – Filmmaker Pro - to maintain 0 defects when it comes to invoicing and payroll. Internal payroll and invoicing is operated within this state of the art software and personally managed and supervised by our Managing Director who is also a Chartered Accountant.

Quality Control – Medicals – Techforce have recently invested heavily to bring our pre-employment medical process house with a GP on site ensuring we can control the quality and turnaround times of our medicals. This also improves efficiency and the turnaround time of getting people onsite for our clients and business partners.

Techforce have the ability to offer Payroll services to our clients meaning they can trial people they would like to engage through Techforce prior to offering them a full-time contract.



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## Our Senior Management Team

### Domenic Virgara

Managing Director

Dom is a qualified CPA by profession and has been an owner of recruitment companies for the past 25 years. Firstly, as an owner and Finance Director of Clements Recruitment and now as Managing Director of Techforce Personnel. On each occasion Dom has built a strong team around him with the credibility, passion and loyalty to deliver recruitment and labour hire services to our many clients. This is reflected in the stability of our staff, some who have been in the team for 15 years. Dom believes clients prefer to deal with a familiar face every time and one that understands their business, their needs and their culture, leading to the correct placement first time and in a timely manner. Furthermore, with his accounting background Dom ensures employees are paid on time and correctly every week and likewise with client invoicing.

### Paul Duffy

General Manager

Paul has over 16 years of management and recruitment experience including running his own successful construction and property development businesses in Ireland. Paul's entrepreneurial background and broad industry contacts has proved instrumental in the successful expansion of Techforce in to the highly competitive WA, NT & QLD markets. Paul enjoys building and motivating successful recruitment teams and helping people achieve their goals. This in turn helps Techforce to deliver an extremely high level of service to a nationwide portfolio of clients and candidates. Paul is currently overseeing a period of impressive growth across three of our regional offices.

### Justin McNicol

National Operations Manager

Justin is an industry-experienced Project Manager, having spent 6 years managing projects between the mining and Construction industries. He understands the technical aspects of our clients' recruiting needs. Since moving into recruitment four years ago he has excelled in building new relationships on the back of his industry experience. He has developed Techforce's business in new areas and continues to grow business within existing industries. Justin also manages the operations based out of N.T.

### Lou Barnes

National RTW Coordinator

Lou is an experienced recruiter with a clear focus on quality, ensuring the workers put forward have the relevant industry experience as well as the work ethic required to add value for the client. Lou's strengths are the extensive mining recruitment experience she has gained over the past 7 years with a focus on mineral sands, trades personnel & earthmoving contractors. Lou has a wide network of loyal workers & clients she has helped over the years that continue to rely on Lou's knowledge, industry contacts and recruitment assistance to allow them to expand their operations and their own personal careers. Lou is based in NSW and services a range of mining clients in SA, Vic and NSW.

### Leah Taylor

Recruitment Manager

As Recruitment Manager for our WA Branch, Leah utilises her decade of experience in Recruitment and Management to oversee and mentor our Division Managers and their teams to ensure our clients are receiving top level of quality service. Having developed many relationships across Blue and White-collar businesses within Mining, Oil and Gas, Construction, Drilling, Engineering, Transport, Logistics and more, Leah has the extensive knowledge and understanding of what our clients require from Techforce and is constantly focussed on adapting our business to suit growing demand.





## The Importance of Gender Diversity in A Forward-Thinking Company

Techforce Personnel pride ourselves on being an equal opportunity employer that rewards employees for hard work, loyalty and outstanding contributions to our business, the clients and candidates we service, regardless of gender, race, religion or age. It is because of these values and behaviours that our two longest serving team members within W.A are also our two division managers. Both these outstanding professional women have proven time and time again that their temperament, expertise and relationship building abilities have allowed them to produce and develop incredible results and relationships with clients and candidates alike. One of the most important beliefs and values within our business is that we treat our candidates the same as we treat our clients.

The relationships we foster and build with our candidates is evident in the flexibility and buy-in they offer both Techforce and the consultant/managers they deal with. Our recruiters build and foster strong relationships with our candidates because they can relate to them and the roles they will fulfil for our clients because our recruiters have worked on site and done the same jobs themselves.

Industry knowledge and background is paramount to delivering tailored and specific results to clients, the intricate understanding of what the job description is, duties that are expected of candidates, culture of the business and site details allows us to properly educate candidates on what they can expect and what is expected of them.





## Safety

All our safety documentation and health and safety procedures which detail the development of our internal safety culture. These cover;

- Safety Inductions
- Safety meetings and briefing
- Lead indicators
- Candidate care and regular contact with our candidates on site
- Timeframe of regular contact with client sites and site safety representative
- Incident reporting and investigation
- Fatigue Management Policy
- Emergency Response procedures
- Site safety inspections

From an internal view point Techforce have worked closely with our legal partners at K&L Gates to develop all our internal documents, HSE policies and procedures. We have also committed to a yearly external Audit by K&L Gates to ensure compliance with all Australian health, safety and working legislation. K&L Gates provide the same documentation, advice and service to companies such as Fortescue Metals Group, Hancock Prospecting Pty. Ltd. and Newmont Mining.





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## Indigenous Engagement and Affiliations

### Mission Statement - IES

Techforce Personnel have made a commitment to actively engage in partnerships with privately owned, government operated and not for profit Indigenous organisations in order to source, recruit and mentor Indigenous candidates for projects across Australia. This is in addition to our own internal recruitment strategy and personnel proactively sourcing quality candidates.

The basis of our strategy is not only to keep experienced and qualified Indigenous candidates employed both internally and with our clients, but to also effect grass roots change within the indigenous communities we work in. By partnering closely with the Wirrpanda foundation and their Fit4Work program to identify candidates with the right attitude, work ethic and behaviour that we can upskill, train and mentor to help them break into a new career and create a future for themselves.

The goal of Techforce Personnel is to make real and consistent change to the employment and future of Indigenous candidates whilst maintaining our exemplary level of safety and productivity.

### Indigenous Recruitment Target

Allied with our online and print advertising campaign for this project our aim is to work closely with our partners at Wirrpanda Foundation and AWDC to achieve 20% Indigenous engagement for the duration of specific projects whilst maintaining the same outstanding level of safety and productivity.

### Indigenous Recruitment and Engagement Strategy

Techforce Personnel has been proactively sourcing, recruiting and mentoring indigenous candidates throughout Australia for both internal positions and positions within our client's businesses since we started.

- Aboriginal Workforce Development Centre
- Carey Mining
- Wirrpanda Foundation





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## Techforce Partnership - Wirrpanda Foundation

The Techforce Personnel service delivery and implantation plan outline includes the following:

### **Labour hire/ Recruitment:**

- Experienced/qualified indigenous candidates who have previously worked for Techforce Personnel.
- Entry level personnel that have passed screening processes including the Wirrpanda Fit4Work program and Techforce Personnel interview process.
- Subsidized training/upskilling and induction process along with site familiarization training and talks from experienced Indigenous mining candidates.
- Crew familiarization process – meeting the team prior to heading to site.

### **Specialized Job Readiness:**

- Screening and selection processes that identify strengths and weaknesses.
- Upskilling/Training – Can be provided at Indigenous training company.
- Profiling for career/training suitability.
- Daily/weekly reporting on individual progress along with a plan to build on strengths or address weaknesses.

### **Specialized mentoring services:**

- Qualified mentors indigenous and non-indigenous, male and female.
- Both on-site and off-site mentoring services.
- Development reports and recommendations for individual clients and companies.



## Mining Maintenance and Shutdowns

### Fixed Plant Maintenance

- Mechanical Fitters
- Crusher Fitters
- Lube Technicians
- Boilermakers
- Pipe Welders
- Fixed Plant Electricians
- HV Electricians
- Refrigeration technicians
- Cable layers/jointers
- Conveyor belt technicians
- Belt Splicers

### Fixed Plant Operators

- Mill Operators
- Crusher Operators
- Core Yard Personnel
- Trade Assistants
- Control Room Operators
- Lab Technicians
- Sample prep technicians
- Process Technicians





## Construction

- Formwork Carpenters
- Steel Fixers
- Electricians
- Concreters
- Scaffolders
- Riggers
- Labourers
- Trade Assistants
- Plumbers
- Pipe layers / Drainers





## Oil & Gas

- Mechanical Trades
- Rig Electricians
- Roughnecks/roustabouts
- Drilling Personnel
- Shipyard Personnel
- Industrial Painters
- Crane Operators/Technicians
- Riggers
- Marine Mechanics / Fitters







## Civil and Mining

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>▪ Crane Operators – CN (non-slewing) through to C0 (open crane)</li> <li>▪ Dozer Operators</li> <li>▪ Grader Operators including final trim</li> <li>▪ Excavator Operators</li> <li>▪ Dump Truck Operators</li> <li>▪ Loader Operators</li> <li>▪ Watercart Operators</li> <li>▪ Skid Steer Loader Operators</li> <li>▪ Mobile Crusher Operators</li> <li>▪ Road Train/Haulage Operators</li> <li>▪ Roller and Scraper Operators</li> </ul> | <ul style="list-style-type: none"> <li>▪ Mobile Maintenance</li> <li>▪ HD Fitters</li> <li>▪ Mobile Plant Boilermakers</li> <li>▪ Auto Electricians</li> <li>▪ Drill Fitters</li> <li>▪ Tyre Fitters</li> <li>▪ Trade Assistants</li> </ul> |
|--|---|





## Drilling

- RC Drillers
- Mud Rotary Drillers
- Air Core Drillers
- Water Well Drillers
- Geo Technical Drillers
- Drillers Offsiders
- Sample Baggers
- Diamond Drillers
- Underground Drillers
- Production Drillers including (blast hole and long hole)
- Field Assistants





## Logistics and Transport

- MC Drivers
- HR / HC Drivers
- Road Train Drivers
- Forklift operators
- Machine Operators
- Warehouse Operatives







## Engineering

- Senior Engineers
- Project Engineers
- Environmental Engineers
- Mine Manager
- Mine Planner and Designer
- Management Consultant
- Operations Manager
- Minerals Processing Engineer

- Technical Services Manager
- Researcher
- Consultant
- Production Superintendent
- Geologists
- Surveyors







## Industrial Services

- Sandblasters/Spray Painters
- High Pressure Hydro blasters
- Vac Truck Operators
- Pipe Ladders
- Rubber Liners
- Rope Access Technicians





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## What Our Clients Say About Us

“We have worked with Techforce for some time now and have found their support invaluable when ramping up our project manning levels. The guys have a genuine appetite to assist at any time which is demonstrated by their 24/7 availability. I would have no hesitation in recommending Techforce to others in the industry and look forward to continuing to work with them. “

### Noel McCausland - Regional Manager – Northern Territory – Cvmec

*“Since engaging the services of Techforce Personnel for the purpose of labour hire I have found their service to be head and shoulders above the current industry norm. Paul and Justin’s background in the industry and their ability to project manage has allowed me to bring multiple projects in on time and under budget. The quality of candidates provided have been of an extremely high calibre and have gone on to prove themselves to be an asset to my team and our company as a whole. I would highly recommend Paul, Justin and their team at Techforce to any company who want to partner with a recruitment agency who go above and beyond to not only deliver candidates with the right skill set but also candidates who are the right cultural fit for your business.”*

### Con Mullane – Superintendent - Drilline

“Providing results where others couldn't, it was a pleasure to work with Techforce. They really took the time to learn our business needs and I wouldn't hesitate to use their services in the future.”

### Ryan Petrie - Talent Advisor - Rio Tinto

*“I have dealt Justin McNicol over the past five years, during which time he has provided my business with excellent support through recruitment. Whilst working with Justin, I believe the reason behind Ausblast’s success is the endless hours that go into sourcing and interviewing the right candidates, which are often requested at very short notice through client demands. It is not unusual for me to call Justin late Friday afternoon requesting 30 plus operators that need to be mobilised to site within the week, and Justin works over the weekend to ensure expectations are met. I look forward to many more years dealing with Justin and Techforce.”*

### Angus McSporran - Operations Manager – Ausblast

“The level of service from Paul Duffy and his team at Techforce has been excellent. We have a number of agencies we use and Techforce have by far the highest success rate in placing candidates with us. Techforce are professional, thorough and took the time to understand our business needs. The quality of the candidates they have is fantastic, as is their ability to deliver on time.”

### Suzanne Brennan - HR Manager - Global Surface Mining



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“Having engaged the services of Paul Duffy and Techforce, I can honestly say that their customer service is second to none. Paul and his team always take the time to find out exactly what we need and do their best within the tightest of deadlines and always provide high quality candidates for the positions that we are required to fill. Paul is a very hard-working individual and never stops until the job is done. He is always professional and punctual. I highly recommend Paul and Techforce for anyone looking for first class service.”

**Lachlan Green – Project Manager- Piacentini & Sons**

“I have been engaging with TechForce for over 4 years now whilst working at various companies in the SMP and Civil space. Justin and Paul and their team have provided me with an unmatched level of support and professionalism. They have a very clear understanding of what is required. At a peak of nearly 150 candidates on one particular project, TechForce demonstrated time they could deliver quality candidates at very short notice complimented by a low attrition rate. I put a request for up to 25+ candidates to add to the existing 100+ on a Friday afternoon and they resourced the project and had them on planes Monday afternoon. This included in-house medicals, issuing of contracts and PPE and they also provided us with a suitable room to induct our new recruits. I expect to utilize TechForce services long into the future. Techforce continues where the others stop.”

**Blair Rainey - Operations Manager – Multiplant**



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## Some of our business partners;

<ul style="list-style-type: none"><li>▪ Rio Tinto</li><li>▪ BHP</li><li>▪ FMG</li><li>▪ Mineral Resources</li><li>▪ AGC</li><li>▪ Civmec Construction and Engineering</li><li>▪ Goodline</li><li>▪ Lend Lease</li><li>▪ Toxfree</li><li>▪ Ausblast</li><li>▪ Cape</li><li>▪ Diab Engineering</li><li>▪ Sodexo</li><li>▪ NRW</li><li>▪ Polaris Metals</li><li>▪ Veolia</li></ul>	<ul style="list-style-type: none"><li>▪ Fenner Dunlop</li><li>▪ Metso Minerals</li><li>▪ Rema Tip Top</li><li>▪ Whittens</li><li>▪ Monadelphous</li><li>▪ Freo Group</li><li>▪ Gumala Enterprises</li><li>▪ Inline Engineering</li><li>▪ Multiplant</li><li>▪ Salini Impregilo</li><li>▪ Orvad Scaffolding</li><li>▪ PMI</li><li>▪ Programmed</li><li>▪ Tasman Power</li><li>▪ Tidal Solutions</li><li>▪ Valmec</li></ul>
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