

**EXAMPLE**

This shows the format of a Skilled Hiring shortlist. The three profiles are illustrative. They are not real people, not past placements, and not anyone currently available.

## What arrives when we text you a shortlist.

A real shortlist covers one role. The three below are different trades so you can see how the same format handles each, and it reads the same way every time on a phone between jobs.

**Read this first.** This is a format sample, not a record. Nobody is named or pictured, no employer is named, and no profile below describes a person who exists. The rates are taken from the published market bands on our own pay pages, so every figure can be checked against the footnotes.

### Licensed electrician, 11 years

Commercial fit-out and switchboard upgrades

RATE LOCKED

**\$110,000**

plus super. Band \$95,000 to \$115,000 [1]

#### LICENCES AND TICKETS SIGHTED

Unrestricted state electrical licence, expiry checked on the regulator's register. Construction induction card. Elevated work platform ticket.

#### WORK HISTORY

Nine years with one commercial electrical contractor, apprentice to leading hand on office and retail fit-out. Two years since on switchboard and distribution upgrades in occupied buildings, out of hours.

**Why they cleared the screen.** The licence was sighted on the register rather than read off a resume, and the switchboard upgrade work answers the brief line for line, out of hours shutdowns included.

### Boilermaker, 8 years

Structural steel fabrication and site install

RATE LOCKED

**\$112,000**

plus super. Band \$100,000 to \$120,000 [2]

#### LICENCES AND TICKETS SIGHTED

Trade certificate in engineering fabrication. Dogging and basic rigging tickets from the state work health and safety regulator, both current. Confined space, working at heights.

#### WORK HISTORY

Five years in a structural workshop setting out and templating from shop detail drawings, taking plate and section through to finished assembly. Three years since split between the workshop and installing what it built.

**Why they cleared the screen.** Set out and template work was confirmed job by job in their own words rather than assumed from the trade title, and the dogging ticket covers the lifting the install half of this role needs.

### Forklift driver, 6 years

Narrow aisle reach and cold store

RATE LOCKED

**\$74,000**

plus super. Band \$65,000 to \$80,000 [3]

#### LICENCES AND TICKETS SIGHTED

LF high risk work licence, current, expiry checked. LO order picker licence held separately, also current. Warehouse system and scanner use confirmed.

#### WORK HISTORY

Four years on counterbalance and reach truck at a third party logistics site, racking to eleven metres, scanner picking to a daily rate. Two years since in a cold store running reach and order picker at minus twenty.

**Why they cleared the screen.** LF and LO were both sighted with expiry dates checked, and the racking height and cold store shifts answer the two things this brief asked for.

#### EVERY NAME ON A SHORTLIST HAS CLEARED THE SKILLED SCREEN

01

##### Licences verified

Tickets and quals sighted, not taken on faith, with the expiry checked too.

02

##### Screened against your brief

Their own account of the work, job by job, held against what you actually need.

03

##### History checked

Gaps, short stints and patterns asked about first, not left for your interview.

04

##### Rate locked

The rate next to a name is agreed with that candidate. It is the rate at offer.

**Then, at the end, references.** Checked at the final stage, just before the hire, to confirm you are taking on a good person. Never called before you see a name, because a reference answers a different question from the four steps above.

#### WHERE THE RATES COME FROM

[1] skilledhiring.com/pay/electrician. Market band \$95,000 to \$115,000, the national advertised range published on SEEK, refreshed 1 July 2026. Award floor on that page \$32.19 an hour, MA000025.

[2] skilledhiring.com/pay/boilermaker. Market band \$100,000 to \$120,000, same source and refresh date. Award floor on that page \$29.45 an hour, MA000010.

[3] skilledhiring.com/pay/forklift-driver. Market band \$65,000 to \$80,000, same source and refresh date. Award floor on that page \$27.97 an hour, MA000084.

Each locked rate sits inside the published band for that role. Annual figures exclude overtime, penalty rates and superannuation. Award floors are effective the first full pay period on or after 1 July 2026, from the Fair Work Ombudsman pay guides.