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CAREERS NEWS Issue #4

Monday 13 August

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IMPORTANT DATES

Wednesday 15 and Thursday 16 August 2018

CareersXpo

2018 Canberra CareersXpo



CAREERS XPO

Wednesday 15 and Thursday 16 August 2018
Exhibition Park in Canberra

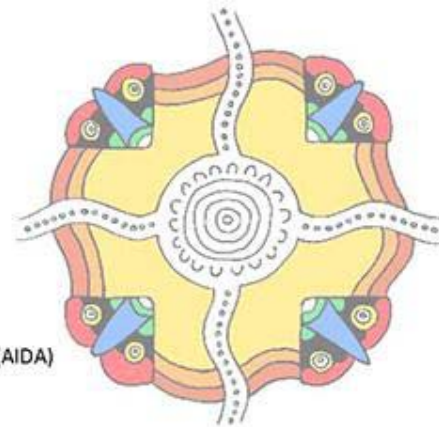
- Almost 100 exhibitors
- Unis, CIT, Apprenticeships centres, RTOs, Government departments, employment agencies and private businesses.
- The STEM Cell will feature cyber security, surveying, fitness, first aid, engineering, ICT, forensic science, nursing , cryptography & VR.
- The Australian Capital Tree Community will be doing a tree climbing and arboriculture demonstration just outside the Budawang
- Building.

- SALT (Supporting and Linking Tradeswomen) with their trade quality trailer, tools and equipment will be in encouraging and promoting women in non traditional trades.
- Visit the Indigenous Employment Exhibition for Aboriginal and Torres Strait Islander People living in the ACT.
- For more information please visit: www.careersxpo.com.au

Indigenous Employment Exhibition

Visit the 2018 Indigenous Employment Exhibition to discover the many career and education opportunities for Aboriginal and Torres Strait Islander people living in the ACT.

- ArtsReady/SportsReady
- CIT Yurauna Centre
- Department of Human Services
- Department of Home Affairs
- Indigenous Business Australia (IBA)
- Maxima
- UTS Jumbunna
- UC Widening Participation Team
- Australian Indigenous Doctors Association (AIDA)
- Indigenous Allied Health Australia (IAHA)
- The Dhara Daramoolen Indigenous Higher Education Unit – ACU
- The Ngunnawal Centre – UC
- ACT Environment, Planning and Sustainable Development Directorate
- ACT Education Directorate
- Defence Force Recruiting
- Indigenous Accountants Australia



- AIME

WHERE: Exhibition Park in Canberra
WHEN: 15 August 9.15am to 2.30pm
16 August 9.15am to 2.30pm

For more information please contact careers@act.gov.au or 6205 7920.



HAVE YOU GOT THE SKILLS?

The job market is tough for young people, however there are ways to make yourself more appealing to potential employers and boost your chances in the job market.

Lets' take a look at what employers want to see in their employees – the Top 10 Skills employers look for when assessing job applicants.

Your ATAR isn't enough

Sure, getting a great ATAR is a good start, but it's just one part of the puzzle. Your marks tell potential employers that you know how to study, but they don't give any indication of your other attributes. And those attributes, like flexibility, teamwork, and determination, can mean a lot more to your future employer than your ATAR.

Your employer wants to know that you will work hard, learn quickly, and fit into their team. That's why you need to show them you have those skills.

Skills help you stand out from the crowd

The job market is competitive, and right now lots of people are applying for every job.

Which means employers need to look at what other skills you have to offer, what work experience or voluntary jobs you've undertaken and assess you on a number of key qualities to decide if you should get the job.

Having a range of skills, and being able to prove you have them, can help you stand out above the other candidates, and make it easy for the employer to select you.

There are 10 skills employers look for:

Each job will have a range of specific skills they need, but in general these are the ones that will help you stand out the most:

1. Communications
2. Flexibility
3. Determination
4. Team Work
5. Ability to Learn
6. Problem Solving
7. Loyalty
8. Resilience
9. Self-discipline
10. Tech Skills

CIT BIOMETRIC TECHNOLOGIES

CIT's free biometric technologies MOOC (Massive Open Online Course), hosted on Canvas, investigates the biological traits that uniquely identify individuals, including fingerprints, irises and signatures, and explores the biometric technologies that safeguard our privacy and protect against identity theft.

This world first MOOC is suitable for anybody who is interested in biometric technologies. It can be completed in four weeks with three to four hours of study each week.

This course can be studied at any time and enrolments are now open.

For more information and to enrol, click [here](#).



SPARK WOMEN RETURN TO WORK PROGRAM

SPARK in partnership with Career Shop and the ACT Government Office for Women will be delivering the SPARK Women to Return to Work Program again in 2018.

A range of workshops and career development sessions have been created to assist women develop skills and confidence to enter the workforce again (see program flyer attached).

Targeting women living within the Canberra region, these workshops will this year be delivered across 2 locations:

- Northern Workshops – Uniting Care Kippax – Corner of Luke Street & Hardwick Crescent HOLT
- Southern Workshops – Tuggeranong Child & Family Centre – 159 Anketell Street GREENWAY

Workshop 1 – Resumes – 10:30am – 1pm

- Northside – Tues 4th Sept 2018
- Southside – Wed 24th Oct 2018

Workshop 2 – Job Interview Techniques – 10:30am – 1pm

- Northside – Tues 11th Sept 2018
- Southside – Wed 31st Oct 2018

Workshop 3 – Personal Presentation, Makeup & Styling – 10:30am – 1pm

- Northside – Tues 18th September
- Southside – Wed 7th Nov 2018

Workshops will focus on the following topics:

- Creating a winning resume
- Where to find jobs
- Online and government job applications
- Using LinkedIn and other social media
- Job Interview preparation
- Exploring your career options
- Maintaining personal presentation and dressing for the workplace
- Ongoing one-on-one support from Career Shop

Eligibility Criteria

To be eligible for these workshops, women must meet the below criteria:

- Female

- Have been out of the workforce due to caring responsibilities for 12 months or more total at any time in their life
- Plan to return to paid work within the next 12 months
- Has been a resident of the ACT for more than three months (note: residency requirements may be waived if applicant has relocated to escape domestic violence)

To find out more information or book a place, please contact Ashleigh at Ginninderry on 1800 316 900 or email ashleigh@ginninderry.com

FINANCE CAREER STARTER PROGRAM

What is the Career Starter Program?

Entry level career path for students who will be completing Year 12 in 2018 or completed in 2017

Full-time ongoing position, with an initial 12 month structured learning and development program

Designed to provide Career Starters with broad skills and capabilities that underpin their future career within Finance and the broader Australian Public Service

Applications are open now and close on Monday the 27th August.

There will be a candidate information session on 16th August from 5:30. This session will be for applicants and their parents to attend. More information on this session is in the candidate guide which you can access [here](#).



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