

Wominjeka

Welcome EXPO 2016



“ The City of Whittlesea
welcomes new residents ”

The Welcome EXPO will provide information
about Council services and community
organisations that focus on:

- Family, children, young people and seniors
- New migrants, refugees and international students
- Learning and education
- Health
- Employment
- Sustainability and waste
- Safety and emergency services
- Sports and leisure
- Volunteering

Date: Thursday 5 May 2016

Time: 9am - 12:30pm

Location: Great Hall, Council Offices
25 Ferres Blvd, South Morang
(Melway 183 A10)

For more information contact Council's
Multicultural Officer on 9217 2168,
or email maria.callipari@whittlesea.vic.gov.au.

Sue Ellson

**Top 10 Tips
For
Finding
Work**

5 May 2016

Tip #1

Create a LinkedIn Profile

- be found online when people Google you
- be found when decision makers search for you
- be found when people refer you



Tip #2

Tell the whole story on LinkedIn Make your resume/CV match the job

- include the words from the advertisement in your resume
- include what is relevant for the job
- link to your LinkedIn Profile e.g. <http://au.linkedin.com/in/sueellson>



Tip #3

Three best ways to find work

Up to 90% of jobs are never advertised

- voluntary work
- networking
- referrals

<http://www.whittleseacommunityconnections.org.au/volunteer-resource-services.html>



Tip #4

Networking

- local events
- local schools, clubs, groups
- local publications

<https://www.whittlesea.vic.gov.au/business-and-industry/business-events>

<http://eventbrite.com.au>

<http://aroundyou.com.au>

<http://meetup.com>

<https://directory.whittlesea.vic.gov.au>

<http://leader.newspaperdirect.com/epaper/viewer.aspx?cid=6891>



Tip #4

Referrals

- local directory
- local mentors
- local settlement services programs

<https://directory.whittlesea.vic.gov.au>

<http://www.whittleseacommunityconnections.org.au/refugees-and-new-arrivals.html>

<http://spectrumvic.org.au>

<http://www.ames.net.au/employment/information-for-job-seekers.html>



Tip #5

Improve Your English

- use English all the time
- online
- conversation groups

The Business of English

<https://www.youtube.com/watch?v=qRO38UQGH7A&list=PL2F513BCCBA2F4546>

<https://www.ames.net.au/learn-english/english-for-living-in-australia.html>

[The Business of English]

Tip #6

Improve Your Digital Literacy

- make sure you have access to the internet (phone and/or computer)
- learn basic computer skills
- ask for help at your library

<https://www.godigi.org.au/learn>

<https://www.whittlesea.vic.gov.au/facilities-and-recreation/community-facilities-and-halls/neighbourhood-houses-and-community-based-learning-centres>

<https://www.whittlesea.vic.gov.au/community-services-and-health/libraries>



Tip #7

Look after your health and wellbeing

- mix with other people
- ask for help if you need it
- have something to do every day

<https://www.whittlesea.vic.gov.au/community-services-and-health>

<https://www.betterhealth.vic.gov.au>



Tip #8

Be Strategic

- learn the skills to find a job
- find out what works and then do it
- do not rely on individual stories for advice

<https://jobactive.gov.au>

<http://cdaa.org.au>

<http://myfuture.edu.au>



Tip #9

Regularly Look for Work

- minimum of two hours per day, five days per week
- multiple strategies all at the same time
- work with a supportive friend or mentor
- do something rather than nothing



Tip #10

Keep Going

- aim for interviews – remember cultural fit
- don't get stuck– be clear on your purpose
- start somewhere and then move on



Thank You - Receive These Slides and *Bonus

SMS

0402 243 271

Welcome Expo

Your First Name

Your Email Address

More free information at www.sueellson.com