

**SKILLS AND
JOBS
CENTRES**



Skills & Jobs Centre

Seasonal Worker Information Session- how can the Skills & Jobs Centre help you?

Skills & Jobs Centre

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Funded by the Victorian State Government to provide support to local communities with career and training advice, support with skills needed to find employment and to educate on employment trends and demand.

Skills & Jobs Centres are found at most TAFE's right across Victoria and are free to access to all members of the community.

Find your closest centre here:

<https://www.education.vic.gov.au/skillsandjobscentres>

How can we help?

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- Receive career advice from qualified Career Professionals
- Support with job searching
- Assistance preparing resumes and cover letters
- Apprenticeship and traineeship advice
- Assistance using the Victorian Skills Gateway to identify training options
- Information on employment trends, areas with a shortage in skills and employment opportunities
- Assistance with career and training plans, identifying training qualifications that could be undertaken to make a successful career transition



Workshops

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The Skills & Jobs Centre have a number of workshops that you can attend or view to assist you in enhancing your job search skills.

Workshops include:



- Building a resume and cover letter
- All about interviews!
- Accessing the hidden job market
- Mock interviews

Why seasonal work?

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- Seasonal work can be a great short term employment option
- Develop transferrable skills such as team work, communication and technological skills
- Highly desirable in other industries
- Gain experience and a reference
- Well paid and versatile
- Available immediately
- Good career planning

Access Support

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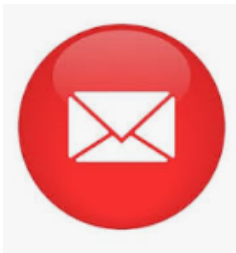


You can access the Skills & Jobs Centres at Box Hill Institute by:



8892 1350

or



sajc.lilydale@boxhill.edu.au

Please note our centres on campus are currently closed due to COVID-19.