

# I WANT TO GET A PART TIME JOB!

First some websites for you to explore:

- [www.seek.com.au](http://www.seek.com.au)
- [www.mycareer.com.au](http://www.mycareer.com.au)
- [www.domecoffees.com.au](http://www.domecoffees.com.au)

Applying for any kind of work in Australia will require a “**Resume**” or “**CV**” (which is a brief document about yourself, your background and previous work and skills you can offer an employer). Include in this work experience you have done back home, both paid and unpaid (this helps potential employers to get a picture of what you can do), even if it was cutting grass, vegetable growing, working in a shop, maid service, working in your countries government etc.

Talk to your student support officer, advisor or counselor. They may be able to assist you with preparing your Resume or CV.

Some of the above sites will help you to prepare a resume or CV on line, which you submit and then they search and send you emails of jobs that might suit you. You can also search the site to see if you find something you might like to have a go at.

If you would like CISWA to take a look at your prepared resume or CV, then email it to us [info@ciswa.com](mailto:info@ciswa.com) and we would be happy to read it and if necessary make a few suggestions to help you (*confidentiality is assured, we do not pass your resume on to anyone except back to you*).

Another way you might find a job is by asking other students, looking at your campus notice board, shopping centre notice boards and going directly into a business/shop and ask if they have any part time work.

## **Your presentation is always important when looking for a job.**

Fashion or smart clean ironed casual dress is fine. **TIP:** wearing extreme fashion and looking totally weird is not recommended! Guys, save those Hoodies and dark woollen hats for the cold weather! Potential employers do not like to see this “look” (it conveys that you may not be trustworthy or a potential thug)! Save this for your student or casual life. **Remember** you are trying to convey to a potential employer that you are a worthwhile person who would be the right person for the job.