# Slide 1

Decorative slide that has the following text:

Making informed career choices

Slides from a presentation to secondary school students

# Slide 2

Graph that shows employment by industry for Australia.

Employed persons in thousands:
Health Care and Social Assistance 258.0, Education and Training 142.7, Construction 137.9, Professional, Scientific and Technical Services 136.6, Accommodation and Food Services 112.4, Retail Trade 111.1, Transport, Postal and Warehousing 61.0, Public Administration and Safety 51.0,
Financial and Insurance Services 46.4, Other Services 36.0,
Arts and Recreation Services 31.3, Administrative and Support Services 30.5, Rental, Hiring and Real Estate Services 27.8, Wholesale Trade 24.8, Agriculture, Forestry and Fishing 12.0, Information Media and Telecommunications 8.6, Electricity, Gas, Water and Waste Services 5.4, Manufacturing -26.2, Mining -40.7.


# Slide 3

Graph that shows the projected employment growth for Australia, five years to November 2019. 

The following data is represented in the graph. 

Employed persons in thousands.

Health Care and Social Assistance 258.0, Education and Training 142.7,Construction 137.9, Professional, Scientific and Technical Services 136.6, Accommodation and Food Services 112.4, Retail Trade 111.1, Transport, Postal and Warehousing 61.0, Public Administration and Safety 51.0, Financial and Insurance Services 46.4, Other Services 36.0, Arts and Recreation Services  31.3, Administrative and Support Services 30.5, Rental, Hiring and Real Estate Services 27.8, Wholesale Trade 24.8, Agriculture, Forestry and Fishing 12.0, Information Media and Telecommunications 8.6, Electricity, Gas, Water and Waste Services 5.4, Manufacturing -26.2, Mining -40.7




# Slide 4

Chart that shows the projected employment growth by skill level for Australia.

The following data is represented:

52% growth for Higher skill level.
38% growth for Medium skill level.
10% growth for Lower skill level. 

Graphic indicates that Higher to Medium skill level are jobs that are likely to require post school qualifications. 

# Slide 5

Graph shows the relationship between educational attainment and labour market outcomes for Australia. 

The following data is represented:
Unemployment rate of 3.6% for Bachelor Degree of Higher.
Unemployment rate of 4.1% for Advanced Diploma and Diploma level.
Unemployment rate of 4.1% for Certificate III and IV level. 
Unemployment rate of 6.0% for Year 12 or equivalent. 
Unemployment rate of 14.4% for Certificate I and II level. 
Unemployment rate of 12.5% for Below Year 12. 

Graphic that indicates that having a bachelor degree or higher, Advanced Diploma and Diploma level and Certificate III and IV level is better. 

# Slide 6

Chart that shows the Benefits of an Apprenticeship or Traineeship. 

Earn while you learn, Hands on experience and Qualification on completion are the benefits to an Apprenticeship or Traineeship shown in the chart. 

# Slide 7

Graph that shows the average salary six months after completion of training for Australia.

Average starting salary for Bachelor degree graduates under 25 years of age is $52,500.

For Diploma or higher vocational qualification it was $63,500. For Certificate IV it was $62,600. For Certificate III it was $52,200. For Certificate II it was $47,900. For Certificate I it was $51,600. 

# Slide 8

Chart that shows the Common methods of finding employment.

They are Internet, Newspaper, Recruitment agency and Job Services Australia as indicated by the chart. 

# Slide 9

Chart that shows that many vacancies are not advertised.

1 in 3 vacancies are not advertised. With many vacancies filled through word of mouth and job seeker approaching employers / dropping in resume

# Slide 10

Chart that shows the competitiveness of the recruitment process. Average number of applicants per vacancy is 10, average number of applicants interviewed is 3 and the average number of interviewed applicants who were suitable is 1. 

Leaving 7 not interviewed. 

Data is for All regions surveyed 12 months to December 2014. 

# Slide 11

Chart that shows that job seekers do not fully understand why they miss out on jobs. 

Employers perspective of why job seekers miss out on jobs: 
Experience / Skills, Qualifications / Training, Location, Poorly written / presented application and inadequate soft skills. 

Job seekers perspective of why they miss out on jobs: Experience / Skills, Qualifications / Training and Location. 

Graphic then suggests job seekers need to ask employers for feedback. 

# Slide 12

Chart that shows what employability / soft skills are. 

Examples given by the chart are: Reliabiity, Teamwork, Flexibility / adaptability, Enthusiasm / positive attitude, interpersonal / social skills and customer service skills. 

Employability / soft skills are essential. 

# Slide 13

Chart that gives examples of some ways to gain experience. 

Examples given are: Family business, School based work experience, volunteer work and experience in a lower skilled job. 

# Slide 14

Chart that provides tips for Smarter application. They are:

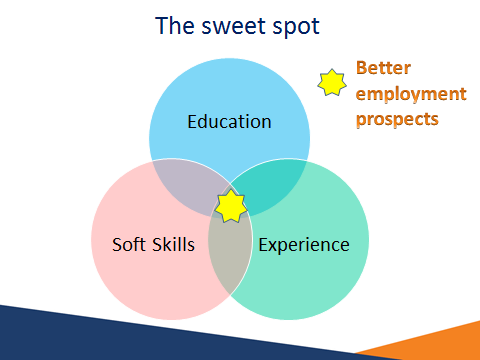
Be smarter when applying for a job, Make sure you understand what you are applying for, Tailor the application for the position you are applying for, Proof read your applications (get a friend or teacher to read it for you), Check the spelling and grammar, Make sure it looks professional, Make sure the language is appropriate, Drop the application off in person (If possible)


# Slide 15

Chart that encourages research when applying for a job. 

Make sure you know what job you are applying for and are being interviewed for, Talk to the organisation, Research the role, Research the organisation, Research the industry and If in doubt Google it


# Slide 16



# Slide 17

Chart with the final recap. 

Blocks filled with the following text build on each other. 

What do you want to do?, Education/Training, Work experience/Volunteer work, Improve employability and soft skills, Research/job search, Approach employers directly and Employment. 

# Slide 18

Chart that provides tools to assist with job search. 

Logos for the following websites: job outlook, myfuture, Australian jobsearch and LMIP.

Decorative picture of the 2015 Australian jobs publication. 

Career Quiz and Australian JobSearch phone apps. 

# Slide 19

If you have any questions about the presentation please contact the Recruitment Analysis and Employer Surveys sections on 1800 059 439 or email recruitmentsurveys@employment.gov.au
