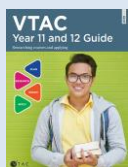


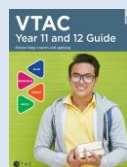
CAREER NEWS

Friday 15 November

As this is the final *Career News* for this year, I would like to take this opportunity to wish all students every success in their final exams and wish them and their families a wonderful summer holiday - filled with special times shared with friends and loved ones. Keep safe!



Reminder: VTAC 2020 Key Dates



VTAC Personal Statement	Friday 6 December 2019
ATARs Released	Thursday 12 December 2019
CoP for December Round Offers closes	Saturday 14 December 2019
December Round Offers	Wednesday 18 December 2019
Change of Preference (COP) closes	Friday 20 December 2019
January Round International Offers	Tuesday 7 January 2020
January Round Domestic Offers	Wednesday 15 January 2020
February Offer Rounds	Monday 3 February 2020 onwards

For a full list of cancelled, amended, and new courses, visit [VTAC Course Updates](https://www.vtac.edu.au)
www.vtac.edu.au



2020 VCE Summer School Programs

➤ Access Education Summer School

The **Access Education Summer School** program is a unique opportunity for students

studying Units 3 & 4 to experience university life while preparing for the demands of the VCE year ahead. The format of the program is that extensive and detailed 3 ¼ hour VCE preparation lectures will be given, and subject specific study notes prepared by the lecturer will also be made available.

Dates: Tuesday 14 January to Friday 17 January 2020

Venue: Deakin University – Burwood Campus

Visit [Access Education Summer School](https://www.vtac.edu.au) to find out more or to download a brochure for the 2020 program.

➤ The School for Excellence Summer School

The School for Excellence (TSFX) Summer School offers a comprehensive summer school program preparation, each lecture will thoroughly address Unit 1 or 3 materials in advance of school, and expose students to critical analytical/problem solving strategies and skills so as to maximise Unit 1 or 3 scores.

Students attending the programs receive detailed notes, fully worked examples and exercises to complete at home. The lectures are prepared and delivered by qualified, currently practicing VCE teachers and markers from top ranking schools who possess the knowledge and experience to demonstrate the means by which students can achieve higher scores.

Dates: Tuesday 7 January to Friday 24 January 2020
Venue: The University of Melbourne

Visit [TSFX Summer School](#) to find out more about the 2020 program.



Websites/Links

- ✓ **Myfuture** – a career information & exploration service providing current career information, articles and links to many resources
www.myfuture.edu.au
- ✓ **Careers Online** – career research, resume help, job hunting tips, job links, etc. www.careersonline.com.au
- ✓ **Job Search Australia** – free online jobsite, searches can be made by region and state, occupational category, type of employment – casual, part-time, or full-time, and covers a range of occupations.
www.jobsearch.gov.au
- ✓ **Victorian Government Vacancies** – find out about government jobs and careers available at the Victorian Government of Australia.
www.careers.vic.gov.au



AUSTRALIAN
WATER
ASSOCIATION

Careers in Water

The H₂Oz *careers in water* is managed by the [Australian Water Association](#), and the aim is to generate awareness and provide information on the unique aspects of the Australian water industry. This website provides access to students keen on finding out more information about the Australian water industry, including how one would start their 'water career'.

This is certainly one of Australia's most important industries providing essential services and direct benefit to all Australians and the environment. Water industry employees look after all aspects of the water cycle: water supply, water treatment, wastewater treatment, water resource planning, policy and law and research. Work with organisations involved in water

provision, research, regulation, consultancy, manufacturing and supply, across the government, private and not-for-profit sectors.

Find out more by browsing [H2OZ Careers in Water](#)



Useful Tips for Successful Interviews



Many candidates lose the job in the first minute of the interview by not thinking carefully about their initial impact. *John Lees* shares his expert interview tips.

1 Don't waste the opening moments

Many candidates lose the job in the first minute of the interview by not thinking carefully about their initial impact. Interviewers make a quick initial decision about your personality from the moment you arrive, based on how you look and sound. Dress as if you already work there and you've just been promoted. Make those initial seconds relaxed and upbeat as you can, even if you're just talking about your journey.

2 Don't over-deliver

Most candidates say too much. Interviewers are not that interested, and will usually accept a short, positive answer and move on. Practise compressing your evidence into good short stories no more than 3 minutes long setting out what problem you were handling, what you did, how you did it, and what the result was.

3 Don't act like a stranger

Leave your coat, umbrella and bag in reception. Just take in a slim folder into the interview room containing the documents you need, and you will look like an employee rather than a visitor.

4 Don't try to wing difficult questions

Don't duck predictable questions about your know-how and skill level – think carefully about good examples. Equally predictable questions cover things like strengths (talk about qualities that match the job) and weaknesses (talk about skills you are improving, and make it clear that you're a fast learner).

*John Lees has written a wide range of careers books. His 2013 titles are *Just The Job!*, his first systematic guide to job searching, and *Knockout CV*, a comprehensive guide to writing a winning CV.*



An important tip for school leavers for getting a job is to create yourself a **LinkedIn** profile. LinkedIn is like a professional Facebook account where you can blog, comment on professional discussions, and build a professional portfolio that aligns with your resume. This needs to be developed over a period of years before graduating from university, so start soon, and continue to work on it during university.

www.linkedin.com

Top Tips shared by the head of LinkedIn, Cliff Rosenberg

PICK A PROFESSIONAL SHOT

Including a profile picture in your profile is a must. Putting a face to your name makes it 21 times more likely to be viewed, but first impressions last, so make sure your profile picture is professional.

INCLUDE A SUMMARY

Clearly outline your professional story; what your aspirations are and what qualifications you have to offer that others do not. This is your opportunity to demonstrate how your unique qualities make you perfect for your dream role. This is your elevator pitch.

BUZZWORDS ARE BUZZKILL

Are you motivated, creative, passionate? Great. So is everyone else on LinkedIn. Do yourself a favour — delete every single one of these buzzwords from your profile and replace them with keywords.

HIGHLIGHT YOUR EXPERIENCE

Illustrate your unique professional story and achievements by adding pictures, compelling videos and innovative presentations to your experience section. If you are just graduating, include your school history.

SHOWCASE YOUR SKILLS

Maintaining a relevant list of at least five skills on your profile will help others understand your strengths and match you with the right opportunities. Also add other certifications that highlight important skills.

STAY ACTIVE

Share content that excites you, such as a gripping video, a well-written news story or a particularly impressive presentation through status updates.