

Joblinx



How can Joblinx assist me?



- Resume and cover letter preparation
- LinkedIn professional profile
- Career advice and career plan
- Job search assistance
- Interview skills preparation
- Work experience and internships
- Australian workplace culture

Professional Development

Provide assistance with your professional development to achieve your career goals



Learn the basics of hospitality service delivery



FREE SHORT COURSES

- Food and beverage
- RSA

HOW TO FIND CASUAL WORK IN AUSTRALIA

Your employment rights in Australia

International students have the same workplace rights as all other workers in Australia, including minimum wages, based on the work they do.

From 1 July 2023, the new National Minimum Wage will be \$882.80 per week or \$23.23 per hour.

Casual employees covered by the national minimum wage also get at least a 25% casual loading. For award and agreement-free employees, the percentage scale in the Miscellaneous Award is applied to the national minimum wage.

Information retrieved from: [Minimum wages - Fair Work Ombudsman](#)

- Work up to 48 hours per fortnight during your trimester
- **Trimester breaks** - you are allowed to work **unlimited hours**
- Be aware of your employment rights – Fair Work Ombudsman

Additional information:

[Fair Work Ombudsman - International Students](#)

TFN EXPLAINED

- A tax file number (TFN) is a 9-digit number issued to all Australian taxpayers, both businesses and individuals
- It is a private number, and is used to confirm the identity of a taxpayer
- It may only be shared with employers and other organisations that are required to provide the Australian Taxation Office with details of taxpayers' income, such as banks
- Your employer will then deduct tax from your income under the Pay As You Go or PAYG system; since tax is deducted at source by your employer, generally you won't have to worry about your tax liability at the end of the year

How to apply for a TFN: [Applying for a TFN](#)

SUPERANNUATION

What is superannuation?

Superannuation (or 'super') is money set aside while you're working to support your financial needs in retirement. Your super is invested in a range of assets to help grow your balance so you can have the best possible retirement outcome.



How superannuation works

- If you're eligible, when you start working your employer needs to contribute a minimum of 11% of your pre-tax income to your super account. This is known as the Superannuation Guarantee.
- You can add more money to your super by choosing the option that works best for you like before or after-tax contributions.
- As you get closer to retirement, you can transition from your super account into a Choice Income account to receive a regular income in retirement.

WHAT IS NOT LEGAL AT WORK IN AUSTRALIA?

- Unpaid work trials for any period beyond what's reasonably required for you to demonstrate the skills required for the job
- Not being paid for meetings or training and the time spent opening and closing the business
- Not being given a pay slip
- Being sent home from work early
- Receiving goods or services instead of payment
- Being pressured, forced or threatened to sign a workplace agreement
- Being sacked because you were sick or injured
- Not being hired, or being sacked, because of your race, colour, sex, sexual orientation, marital status, pregnancy or religion

WHAT I NEED TO KNOW BEFORE I COMMENCE A NEW JOB

- Your future employer's business name and ABN
- The nature of your job: full time, part-time or casual
- Your duties and responsibilities
- Your pay rates
- When and how you will be paid
- The paperwork required before commencing the role

NEW JOB

Information retrieved from: [A guide to starting a new job.pdf](#)

How do I qualify for assistance?



ATTEND JOBLINX WORKSHOP

- In Week 1 or
- Week 2

OR



COMPLETE JOBLINX COURSE

- In LearnJCU

Joblinx

Located on Level 6

To make an appointment:

Email: info@joblinx.com.au



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