

**SARINA Russo Job Access CEO
Kevin Ayre gives these tips to
help job seekers respond
positively to becoming
unemployed:**

Under 25s:

- **Consider training, skills development, education
Prepare resume highlighting education and work experience
e.g. Woolworths, McDonald's**
- **Register with Job Network, Centrelink, employment agencies
Check career opportunities through Job Guide
(www.jobguide.dest.gov.au), Career Information Centres, Career Advice Australia Network or Australian Apprenticeship Centres**
- **Be prepared to take a lower level job and use it as a stepping stone**

25-45:

- **Prepare a strong resume with up-to-date skills and experience**
- **Register with Job Network and recruitment agencies. Use newspaper job classifieds or websites such as
Careerone.com.au**
- **Approach employers direct – up to 70 per cent of jobs are not advertised**
- **Update or gain new skills**
- **Match your experience and skills with current job opportunities e.g. sales skills apply to many industries**

45+:

- **Upgrade your resume and job search skills**
- **Identify transferable skills/experience**
- **Register with Job Network and recruitment agencies. Use your networks to access job opportunities**
- **Consider self-employment including subcontracting, consultancy or start a new small business under the New Enterprise Incentive Scheme**