



Australian Government

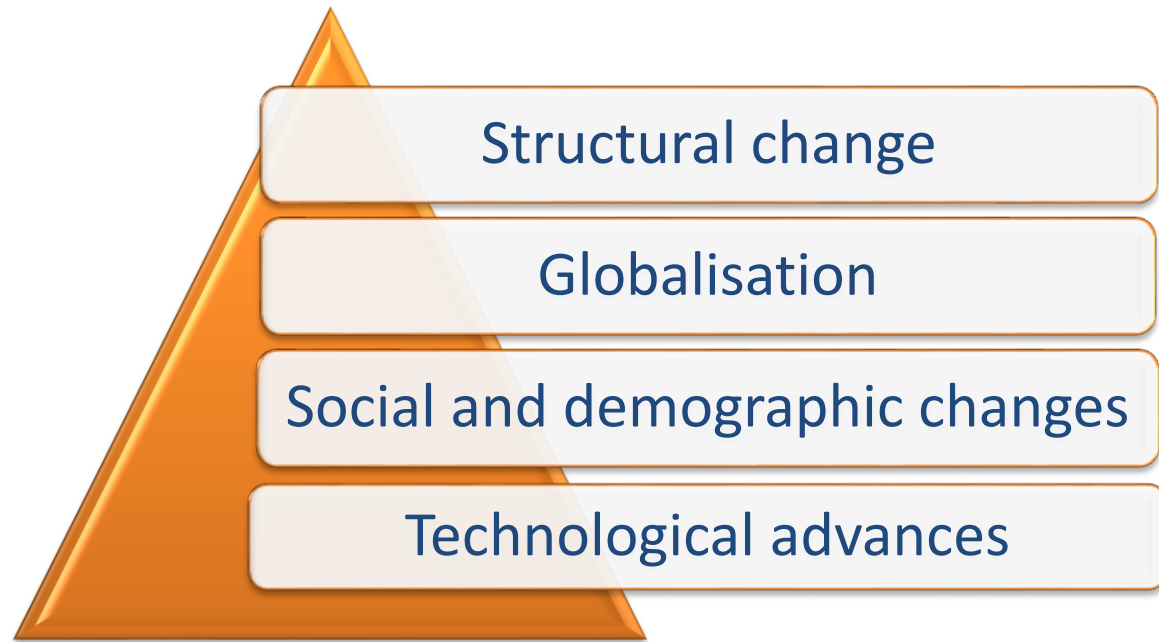
Department of Employment,
Skills, Small and Family Business

Preparing for the jobs market

A resource for university students

Labour Market Research and Analysis Branch
Department of Employment, Skills, Small and Family Business
June 2019

The labour market is changing...



Changes in technology are not new

Technology has always been replacing, changing and creating jobs in the labour market

Routine jobs are most susceptible to automation

- **Manual routine** jobs, such as Factory Process Workers, are the easiest to automate
- **Cognitive routine** jobs, such as Accountants and Financial Analysts will also be impacted

...and the way we work is also changing

Is the “9 to 5” job a thing of the past?

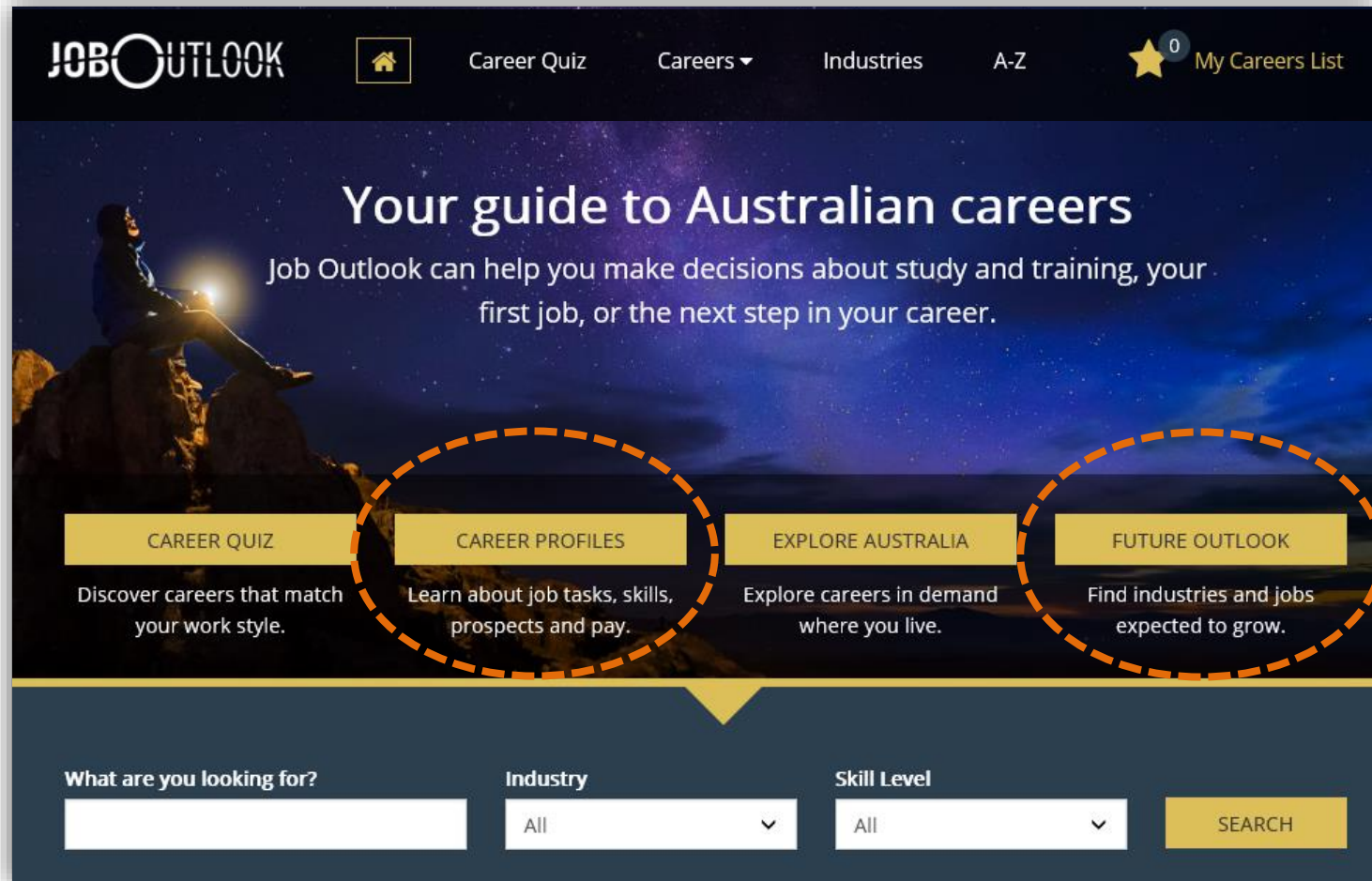


- Increased flexibility as the new normal
- Rising self-employment, contract work, project work and entrepreneurship
- Holding a portfolio of jobs is becoming more common
- Increasing job mobility and multiple career changes
- Lifelong learning is essential and not optional

More than 1 million Australians now hold a secondary job


There are resources to help you

Explore careers on joboutlook.gov.au




There are resources to help you


Insights on jobjumpstart.gov.au



Australian Government
Department of Jobs and Small Business

JOB JUMPSTART

 MENU




I'm at uni or in training

So you've made a commitment to study. That's great but you'll also need to be practical. Think about the other activities you can combine with study to help you get the job you want.

CHOOSE A DIFFERENT LIFE STAGE

Job search tips


FIND MORE ARTICLES ON LOOKING FOR A JOB



Tips for applying for jobs online

Be sure your application stands out from the crowd by following these five steps...


READ MORE



Job search troubleshooting - How can I improve my chance of getting a job?

Tips and ideas to help you find ways to enhance your job search


READ MORE



Different ways employers fill vacancies

Research how employers in your field are likely to recruit.

READ MORE



Casual and short-term work can build your employability skills

Consider getting a casual or part-time job while you are still at school.

READ MORE

What are the biggest industries in Australia?

1) Health Care



2) Retail



You'll find a broad range of jobs in these industries...

- ✓ IT Consultants
- ✓ Marketing Consultants
- ✓ Human Resource Officers
- ✓ Data Analysts
- ✓ Accountants

3) Construction



4) Professional (Computing, Scientific, Legal & Engineering)

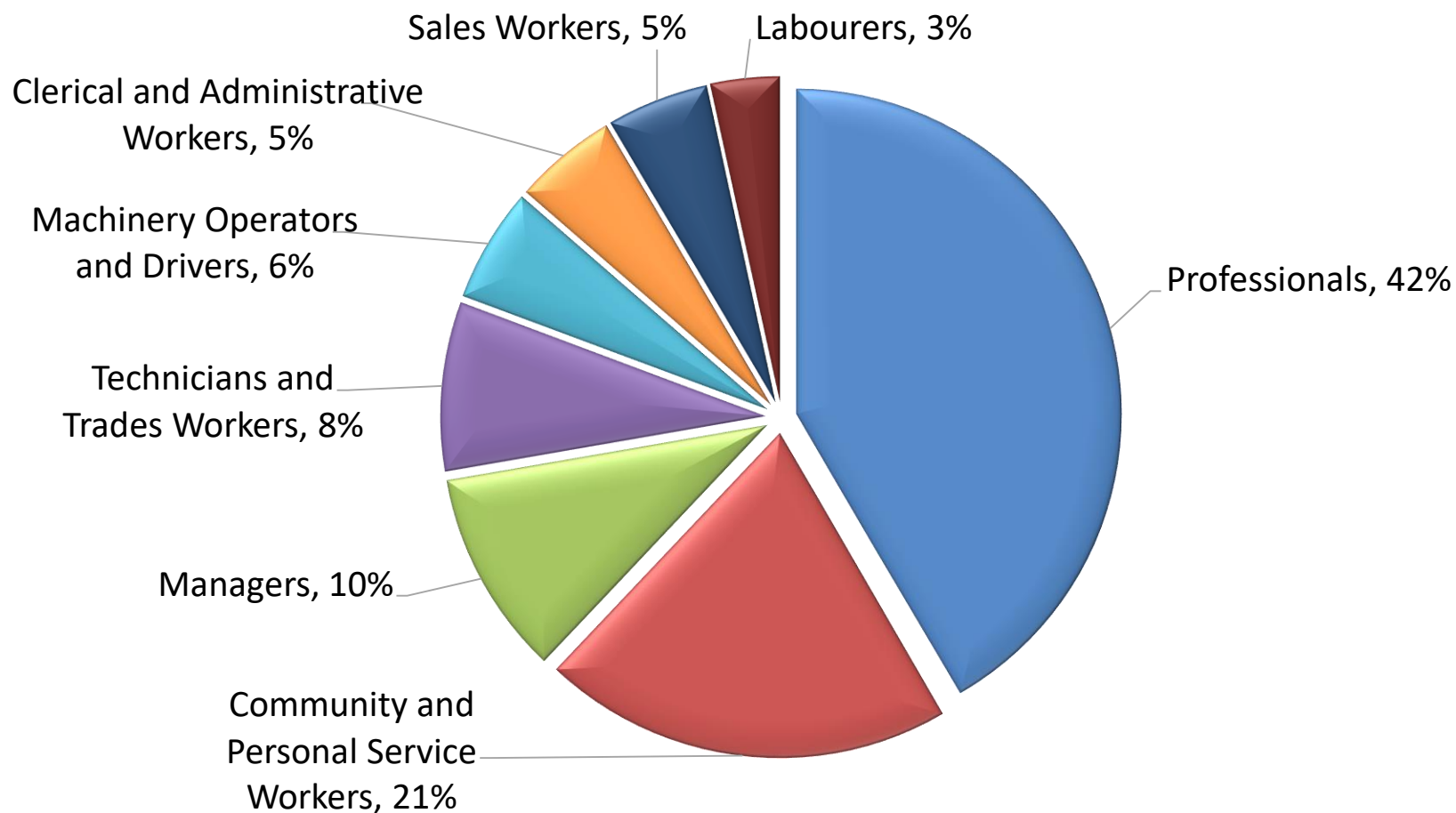


5) Education and Training



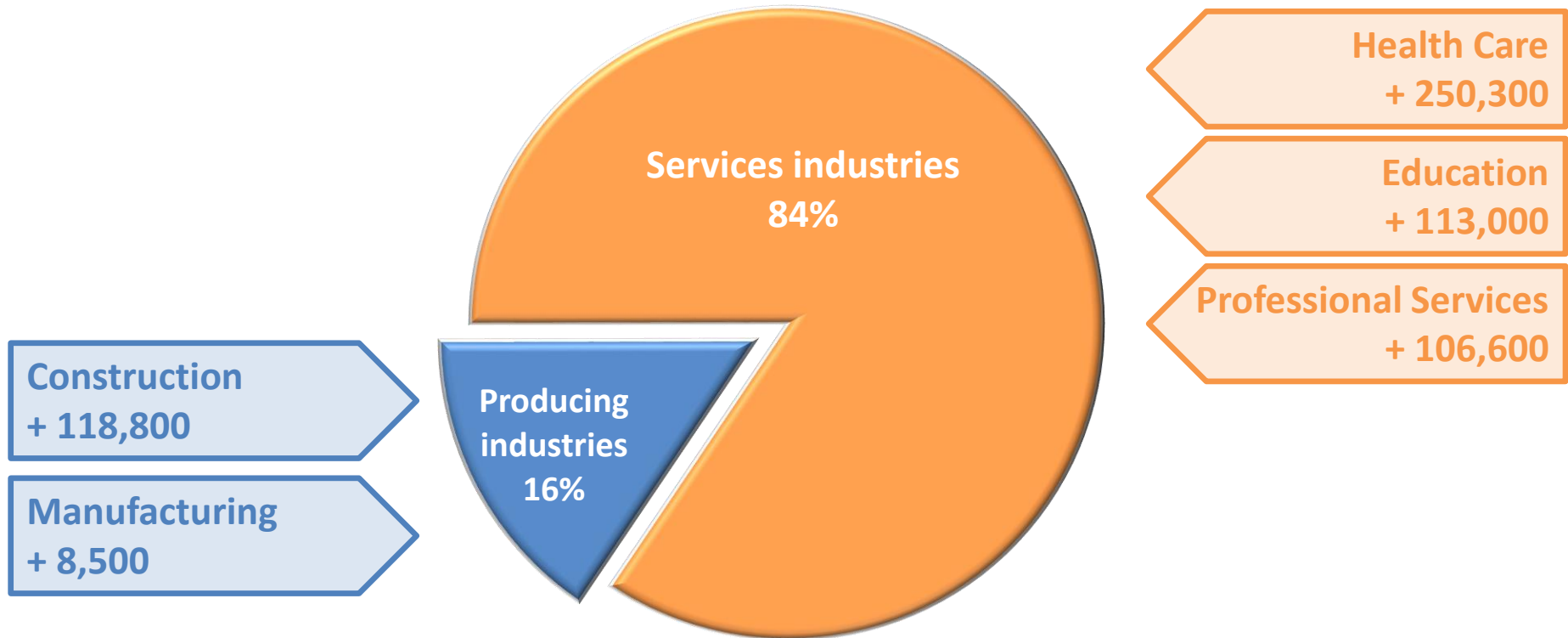
Professional occupations have accounted for most growth in the last 10 years

Proportion of jobs growth February 2009 to February 2019, Australia



Most new jobs will be in services industries

Employment Projections, five years to May 2023, Australia

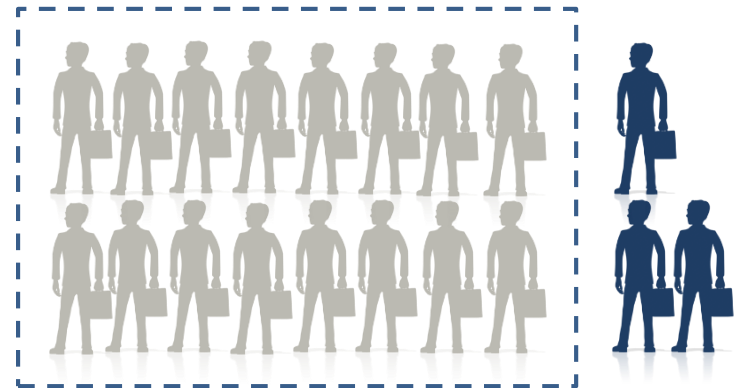


The jobs market in Australia is competitive...

Vacancies advertised on the internet or in a newspaper

On average,
19 applicants
per vacancy

16 not interviewed

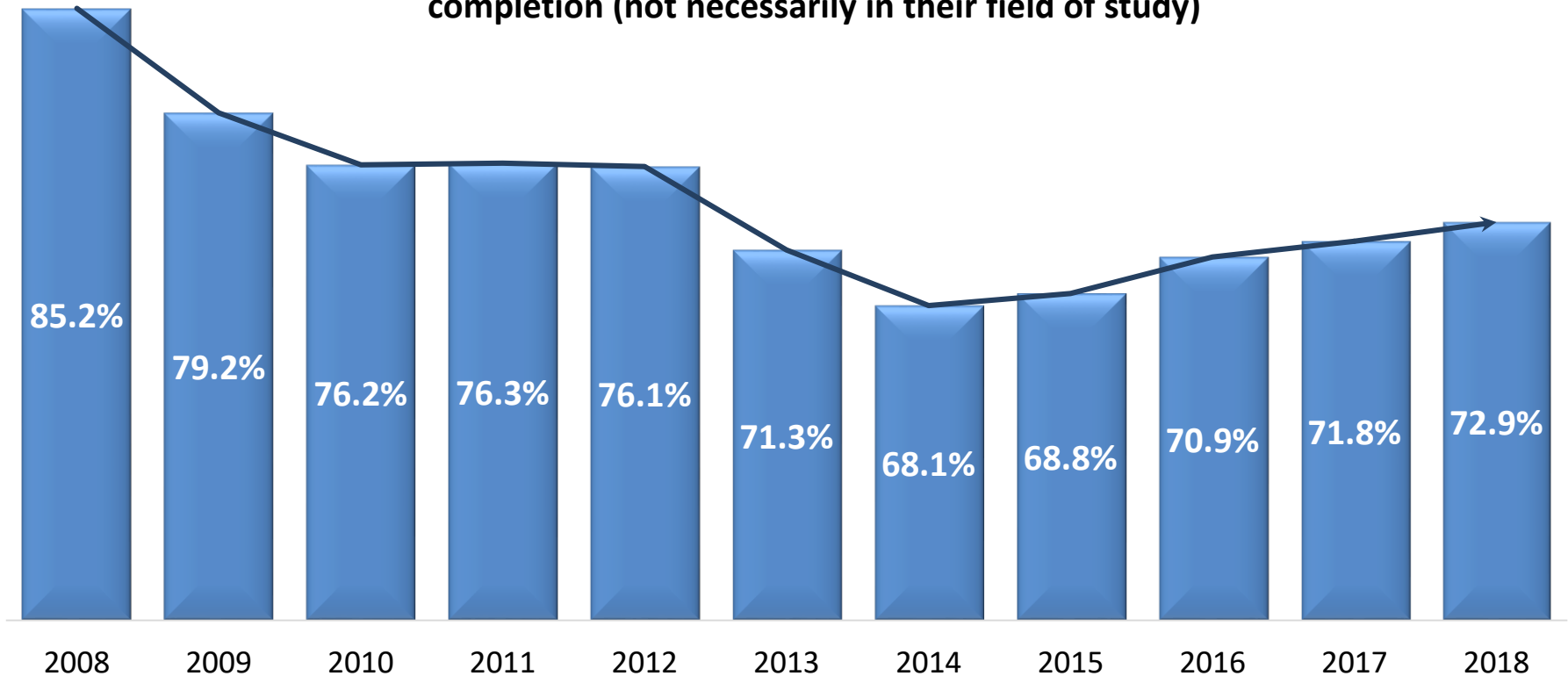


On average,
3 applicants
are interviewed



...and the labour market has become more competitive for university graduates

Undergraduates who were employed full-time within four months of completion (not necessarily in their field of study)



While they have improved moderately in recent times, employment outcomes fell by 12.3 percentage points between 2008 and 2018

So, what are employers looking for?



Education & training

Is vital

Study has become increasingly important in a competitive jobs market

Experience

Is necessary

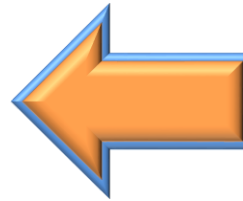
Many Australian employers want new staff to have experience

Employability skills

Distinguish the individual

Employers want the right match for their job, company, product or service

Completing your qualification is vital

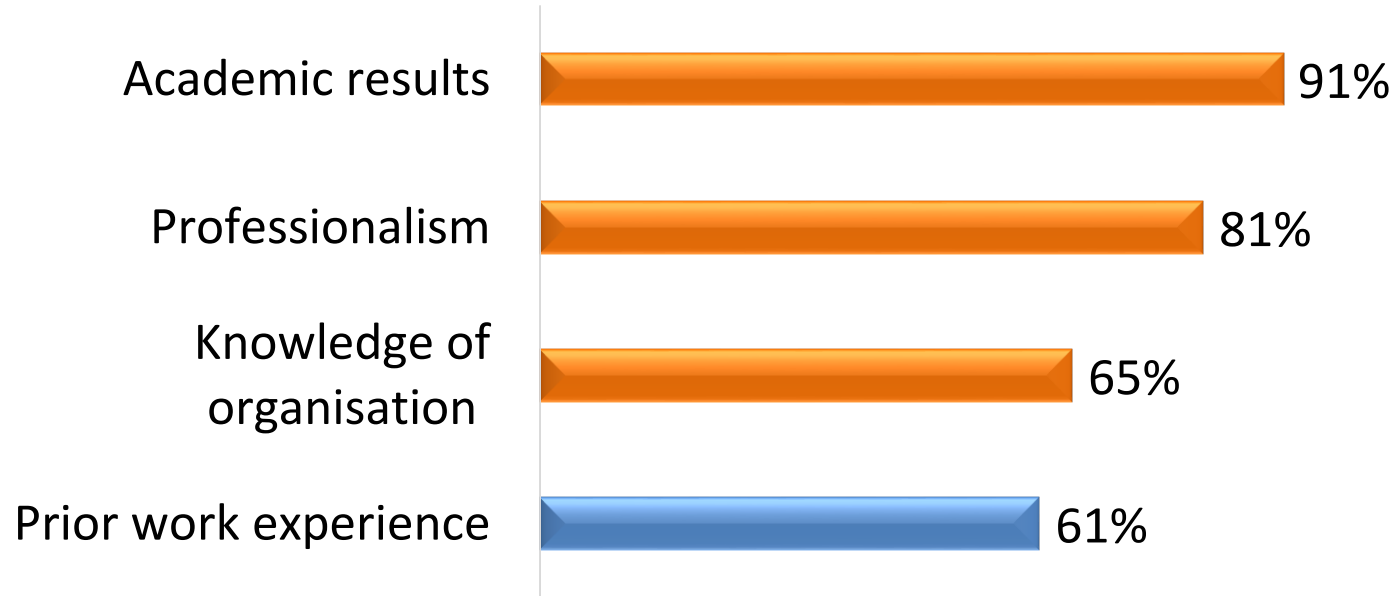


It is projected that 45% of new jobs will require a bachelor degree or higher qualification

Currently, almost a third of all jobs require a bachelor degree or higher

Employers also want graduates to have work experience

Employers ratings of their graduate recruits' attributes
% of graduates rated as good/very good



More than three quarters of employers of graduates assess work experience in the recruitment process

Pathways to gaining relevant work experience

Part-time jobs

Traineeships

Internships

Cadetships

Volunteering



Qualifications and experience are only part of the story...



72% of employers place at least as much emphasis, if not more, on **employability skills** than they do on **technical skills**

Essential employability skills:

- ✓ Interpersonal & people skills
- ✓ Communication & teamwork skills
- ✓ Adaptability & resilience
- ✓ Reliability & motivation

More than **30%** of all online job ads list **Communication** as an **essential skill**

...and a future workforce needs modern skills



Critical thinking

Problem solving

Digital literacy

Creativity

- ✓ Modern skills are not just for jobs in the digital economy, they are also required for traditional jobs
- ✓ These transferable skills are not easily replicated by artificial intelligence

Employers also want graduates to have practical skills and knowledge

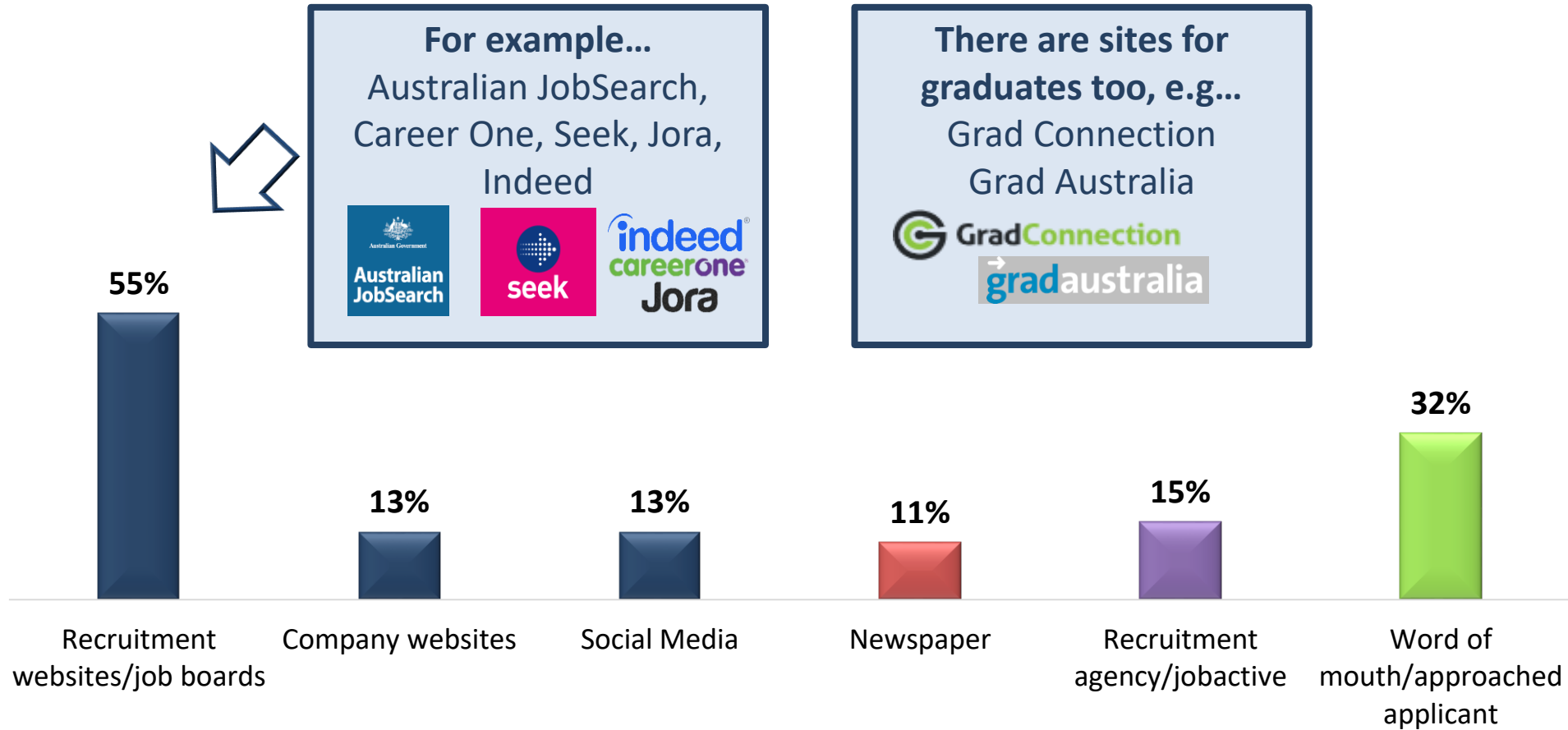
Graduate skills most lacking

% of employers



Employers want graduates to understand their organisation and have awareness of the broader business environment

How employers recruited in Australia, 2018



Consider approaching employers directly – 1 in 5 jobs aren't advertised!

Our top tips on how to get a job

- ✓ **Start with a good résumé and application...**
 1. Show relevant experience and skills
 2. Keep it simple and short
 3. Check spelling and grammar
- ✓ **Plan ahead and be ready for the interview...**
 1. Dress appropriately and be on time
 2. Prepare work examples – use the **STAR** method



S

- **Situation** – describe the event or situation you were in

T

- **Task** – explain the task you had to complete

A

- **Action** – describe how you completed the task in detail

R

- **Result** – share the result of your work and its impact

Remember, you need to have realistic expectations

University qualifications are considered a baseline standard by many employers



It may take time to get your ideal job



Undergraduate first year salaries may be low



Experience and work ready skills are essential

Tools to assist

Websites



joboutlook.gov.au/



jobjumpstart.gov.au/

Publications



australianjobs.jobs.gov.au



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