

# SUCCEED

WHAT IS VET?

## THE FACTS

I WILL SUCCEED MY WAY

## REAL LIFE SUCCESS STORIES

PLUS

HELPFUL  
HINTS

QUALIFICATION  
PATHWAYS

INDUSTRY INSIGHTS

APPRENTICESHIPS  
& TRAINEESHIPS



**YOUR CAREER  
YOUR WAY**

**YOU ARE...**

**AMBITIOUS  
POSITIVE  
PROUD  
ENTHUSIASTIC  
FUNNY  
INDEPENDENT  
DETERMINED  
CREATIVE  
CARING  
OUTGOING  
LOYAL  
OPEN-MINDED  
ENERGETIC  
HAPPY  
PERSISTANT  
RESILIENT  
GENUINE  
MOTIVATED  
PRACTICAL  
HONEST  
PASSIONATE**

# THERE ARE MANY WAYS TO SUCCEED.

## DO IT YOUR WAY WITH VOCATIONAL EDUCATION AND TRAINING.

Knowing you're on your way to finishing school is exciting. You'll soon be free of the constraints of teachers, uniforms and homework. Knowing what step to take next however, is not always so easy.

Should I keep learning? Go travelling?  
Start my career now?

Whatever your goals, vocational education and training is an opportunity to be in control of your future.

*Succeed* will take you through some of the options available to you, and give you a sneak peek into where your vocational education and training could take you.



I felt that I had made the right decision in my life and that what I was doing was going to be worthwhile for my future.

**HANNA**  
MARKETING MANAGER  
VET GRADUATE



I always knew what I wanted to do, and I was true to myself.

**RACHEL**  
INTERNATIONAL SALES AND BUSINESS DEVELOPMENT MANAGER  
VET GRADUATE



Success, to me, means waking up every day, being happy that you get to go to your career.

**TYRONE**  
BROADCAST OPERATOR  
VET GRADUATE



I get to wake up every day, and I'm not just going to a job. I get to go and do something that I love.

**JESSICA**  
MASTER STYLIST  
VET GRADUATE



My only regret is that I didn't choose to do it earlier.

**SHANE**  
CARPENTER, BUILDER, CADET BUILDING CERTIFIER  
VET GRADUATE

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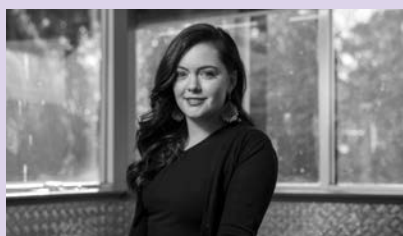
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# WHAT IS VET?

**Vocational education and training (VET) works with both industry and government to offer qualifications and training that are recognised nationally.**

VET provides all of its graduates with relevant, transferable and innovative skills – all qualities that today's employers are looking for. When you start learning through VET, you can be safe in the knowledge that you are on a fast and cost-effective path to gaining your qualifications and entering the workforce.

There are thousands of courses available across a huge range of industries, from information technology to avionics, business management to nursing, industrial design to landscape gardening.

VET providers range from TAFEs to private colleges, secondary schools and even some universities. When you enrol in a VET course, it's not just an opportunity to learn, but a chance to make new friends and connections, get real insights into working life, and step out of your comfort zone. You can train directly through a Registered Training Organisation (RTO) or you can earn while you learn through an apprenticeship or traineeship. You can also use VET as a pathway to other modes of learning, such as university.

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## WHAT TO EXPECT FROM A VET COURSE

Every VET course is taught by professionals who have been there and done it, which means that not only do you get the chance to learn from the experts, but learning is tailored to focus on what is actually useful and necessary in the workforce (that means most of you get to say goodbye to algebra!). VET works with employers to help understand which qualifications are needed most by their industry, and the Government helps too by indicating which fields are required in Australia now, and into the future. This ensures that VET courses are highly relevant for today's marketplace.

All VET courses are outcome-focused. They are designed to deliver skills and knowledge specific to a wide range of occupations, which means that if you study through VET, you can gain the real world skills and hands-on experience that employers are looking for. This is why VET graduates have great employment outcomes.

VET courses are highly flexible. There's not one pathway that you have to follow through to your qualifications, there are lots of options designed to best suit you as an individual. You could enrol in qualifications, accredited courses, industry-recognised skill sets or units of competency – allowing you to gain the skills you need, when you need them.

Qualifications in the VET system are quality assured and nationally recognised. This is taken care of by the Australian Qualifications Framework (AQF) which is the national body for regulated qualifications in Australia. The training and assessment of VET courses is consistent Australia-wide, so wherever you study, you can be confident that you're getting the best education and training possible.

## VET OUTCOMES

VET offers courses, apprenticeships, and traineeships in over 500 careers, so whether you already know what your dream job looks like, or you're waiting for inspiration to come, chances are a VET qualification can take you where you want to go.

Qualifications range across four levels of certificates (Certificate I, II, III and IV), as well as Diploma courses and Advanced Diploma courses. Each course is competency based which means you can complete them at your own pace.

VET courses cover a huge array of industries including some you may not realise, such as arts & culture, business, education, defence industry, design, government, engineering, science & technology.

## THE FACTS



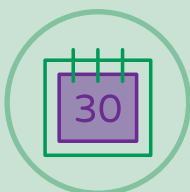
VET is nationally regulated, meaning training quality is consistently high, no matter where you go to learn.



There are currently around 750 accredited VET courses on offer from more than 4,600 Registered Training Organisations (RTOs).



A VET qualification helps you get ready for your first job or helps experienced and older workers gain the additional training they need to upskill or transition to a new career pathway.



Apprenticeships can take between one and four years to complete, depending on the training and qualification involved. Because they are competency based you may be able to finish earlier or take a little longer – it's up to you.



VET lets you undertake partial qualifications, short courses, individual skill sets and units of competency, allowing you to gain the specific skills you need, when you need them.



Many VET courses are subsidised by the Government, so training in your chosen career might be more affordable than you think.



The average full-time income for a VET graduate is comparable to that of a university graduate on completion of their qualification.



# CHOOSING VET

## VET PUTS YOU IN CONTROL

With VET, you can choose to undertake partial qualifications, short courses, skill sets and units of competency, which means you can gain the skills you need, when you need them. VET courses give you industry experience along the way, which means that you can test out your skills and work out what kind of career you're best suited to whilst you learn.

What's more, many VET courses, including apprenticeships and traineeships give you the chance to earn whilst you learn, so you can build your bank balance and the career of your dreams at the same time.

## TYPES OF VOCATIONAL EDUCATION & TRAINING

All VET courses are designed to deliver the knowledge and skills employers are looking for, so no matter which type of course you choose you can be certain you'll have the best outcome for your chosen career.

### APPRENTICESHIPS & TRAINEESHIPS

- Apprenticeships usually take 3 to 4 years to complete, whilst traineeships usually last 1–2 years
- Apprenticeships allow you to learn a trade or workplace skill while receiving a nationally recognised qualification in careers such as carpentry, electrical, hairdressing or plumbing
- Traineeships provide training in vocational areas not usually covered by apprenticeships and are available for a wide range of careers in most sectors of business and industry.

### CERTIFICATES I-IV

- Certificates typically take from 6 months to 2 years to complete
- Certificates range from I to IV, so they're a great place to kick start your higher education and future career no matter what your current knowledge levels are
- Certificate courses can be studied full-time, part-time or even online and cover a wide range of topics including business, nursing and mechanical engineering.

### DIPLOMAS

- Diplomas typically take between 1–2 years to complete
- Diplomas focus on the more complex and technical areas of a chosen field
- With a Diploma, you'll also hone important skills relevant to all workplaces, such as effective communication, decision making and problem solving.

### ADVANCED DIPLOMAS

- Advanced Diplomas typically take between 1.5–2 years to complete
- An Advanced Diploma qualifies you as a highly skilled worker with specialised knowledge
- Through an Advanced Diploma, you can gain the knowledge required to take your career to the next level.

### GRADUATE CERTIFICATES & GRADUATE DIPLOMAS

- Graduate Certificates typically take between 6 months – 1 year to complete, whilst Graduate Diplomas typically take 1–2 years to complete
- Graduate education and training can give you further, specialised knowledge in your chosen field, or you could choose to equip yourself with a vocational skill in a different area
- Graduate Certificates & Diplomas equip you with the tools to think critically, find solutions to more complex problems and be able to transmit knowledge and skills to others.

It is important to note the timeframes listed above are a guide only as courses are competency based, meaning you can set your own pace.



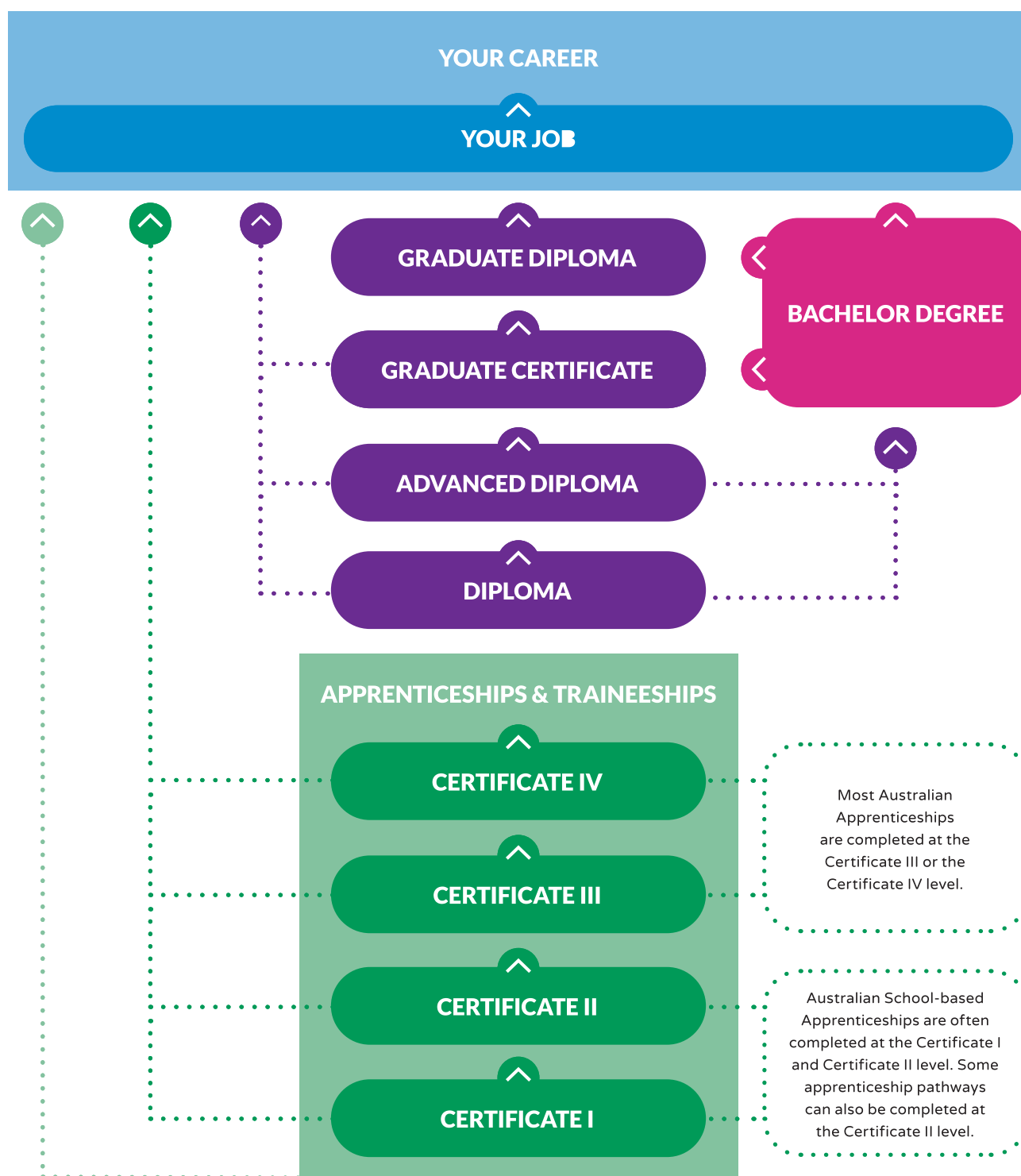
# QUALIFICATION PATHWAYS

VET recognises that people learn differently, and at different times of their lives. This is why VET gives you the flexibility to gain new knowledge and skills when it best suits you.

There are many points in which you can enter VET, or exit and choose to seek full-time employment as a qualified graduate. For example, you could gain a

Certificate II in Printing and Graphic Arts and become a Digital Printing Assistant, or you could go on to gain an Advanced Diploma of Visual Arts and become an Illustrator.

With VET, whichever level you graduate at, you can be confident that you'll be gaining the right knowledge and skills for your chosen career.



## PROVIDERS & OPPORTUNITIES

Vocational education and training is taught through Registered Training Organisations or RTOs. Each one is registered through a regulatory body, which allows them to deliver and assess training, and issue qualifications that are recognised nationally.

Training providers can be private colleges, TAFE institutions, community or non-for-profit RTOs, enterprise RTOs and even schools and universities.

When choosing an RTO, here are some questions to consider:

- Where will I need to go to attend classes/workshops?
- Is it full-time or part-time?
- When does it start? How long does the course go for?
- How is the course delivered – face to face, online or a mix?
- How many students are in each class?
- Do they teach on industry standard equipment i.e. a simulated workplace environment?
- What course electives do they offer?
- How will I be assessed?
- Who is the trainer and what experience do they have?  
How long have they been delivering the course?  
What industry and employer links do they have?

## THE FACTS



There are more than 4,600 training providers in the VET system.



RTOs deliver training in a number of different ways, so you could learn full-time, part-time, online, via distance, or through your employer.



Some universities are also RTOs and offer VET qualifications.

**TIP:** Don't get overwhelmed... a handy training provider comparison chart can be found at [www.myskills.gov.au](http://www.myskills.gov.au), just hit the help tab.

## COURSE FEES & STUDENT LOANS

### THE COST OF YOUR COURSE

The cost of completing a VET course will differ depending on the type and level of qualification the course is aimed at, the subject matter you are studying and can even vary from provider to provider. Some courses are subsidised by your state and territory government, which means that they pay a part of your course fee for you (usually direct to the training provider).

### YOUR STUDENT LOAN

If you enrol in a Diploma level course or above, you may be eligible for a VET student loan. These are also called income contingent loans because the debt repayments are taken out of what you earn through the tax system once you're earning over a certain threshold.

### OTHER SUPPORT

If you're thinking of completing an apprenticeship you could be eligible for a Trade Support Loan to cover the costs of both living and learning. This type of loan gets paid to you monthly, and you can choose to take out a loan for as little as \$1,000.

Centrelink also offers support for some eligible students who are studying full-time, or taking on an apprenticeship. You can find out more at [www.humanservices.gov.au](http://www.humanservices.gov.au) – just hit the centrelink button.

Head to [www.myskills.gov.au](http://www.myskills.gov.au) to find:

- which providers can offer VET Student Loans (look out for the VSL icon)
- the maximum amount available under VET Student Loans for the course you choose.

# HOW TO APPLY

## STEP 1 – SEARCH

Head to [www.myskills.gov.au](http://www.myskills.gov.au) to search over 4,600 training providers and hundreds of courses. If you're struggling to work out which courses you could be interested in, head to pages 22–53 of this guide to learn more about which industries would best suit you.

## STEP 2 – REACH OUT & ASK QUESTIONS

You might think your homework days are over, but you should definitely do yours when it comes to finding the right RTO for you. Ask around amongst older friends and siblings and don't be afraid to contact the RTOs you're interested in to get more details on the aspects that are most important to you.

## STEP 3 – ASSESS YOUR ELIGIBILITY

Some courses have entry requirements, or minimum qualifications, knowledge or skills and experience you need to be able to show you have, before applying. The entry requirements for each course should be clearly displayed in the course information on My Skills, so make sure you read through the details carefully.

## STEP 4 – ORGANISE A VISIT OR ATTEND AN OPEN DAY

Often, you need to see something for yourself to work out if it's going to be right for you. Ask the RTOs you're most interested in if they have an open day coming up, or see if you can arrange a visit to get a feel for the campus, staff and fellow students.

## STEP 5 – OBTAIN YOUR USI

My what?! A Unique Student Identifier (USI) is a way of linking the studies you complete, with you. It's made up of 10 numbers and letters and gives you access to all of your completed training records. You need a USI to study at any training provider, to get yours visit [www.usi.gov.au](http://www.usi.gov.au).

## STEP 6 – REGISTER & APPLY

Every training provider and course will have their own process, so find out from your chosen course provider the details of their enrolment process – they'll be more than happy to talk you through it. Check if places are available in the course of your choice, when applications need to be submitted, and what steps you need to go through to submit your application. Some courses require you to register your interest first and then attend a pre-enrolment session. For some courses you may be asked to attend an interview, submit a portfolio, sit a test or take part in an audition.

# WHERE TO NEXT?

To find the right training provider for you, head to [www.myskills.gov.au](http://www.myskills.gov.au). You can search by location, and find all the RTOs in your area, or you can hit the courses tab and find out which RTOs offer the courses you're most interested in.

Visit [www.myskills.gov.au](http://www.myskills.gov.au)



The one really rewarding aspect of the opportunity for me was my teachers throughout the program. [They] provide you with a course, but they also provide somebody that walks the journey with you, and that's the way of the future, I think.

**INDI  
MANAGER**  
VET GRADUATE

# I WILL SUCCEED MY WAY

**Many vocational education and training (VET) graduates report feeling the same way before they took on their qualification – they had no idea just what was possible or what they were capable of before they started.**

The next few pages will introduce you to three graduates. Each of these people have a number of things in common – they have all graduated from VET, each one has found a career that they love and they all feel fulfilled knowing they are doing something they are pretty good at. Each one of them is living proof that there are many ways to succeed.

We speak to Australian VET Alumni Tyrone, Rachel and Jessica about what life is like in the real world after graduating, discovering passions, and what it really means to be successful.







## After completing a traineeship with television network SBS, Tyrone now works as a Broadcast Operator, filming, editing and working in the studio.

Tyrone finished high school knowing that he loved creating, but with no expectation that he could actually get paid for doing it.

**TYRONE,**  
**BROADCAST OPERATIONS**  
GRADUATE, CERTIFICATE IV  
IN SCREEN AND MEDIA

### Q: Can you tell us a bit more about what you do?

A: A Broadcast Operator can range from studio work to editing to camera work. I am trained in all three of those. I've been lucky enough to be employed as a Broadcast Operator for three departments – in studio work, editing, and camera work.

### Q: And you landed this job out of high school. So was it an apprenticeship?

A: It was a traineeship. I had to study while I was working here full-time, and that lasted 12 months. It was really great, and I got to learn a lot of hands-on things, not only at SBS but at TAFE, which was just up the road. What I learned at SBS, I could apply to what I was doing at TAFE, and what I was doing at TAFE, I could easily apply to what I was doing at SBS. So it was a real success, and I think I was the first – I am the first – indigenous trainee that they've employed. Not only indigenous trainee, but I was one of the first broadcast operations trainees that they've rolled out, so it was a real honour to be that.

### Q: Did you always know that filming and editing were what you wanted to do?

A: Growing up, I knew that I wanted to do something creative. I liked cooking, I liked painting, I liked architecture. I started doing photography and I got hooked on the fact that I could see something, visualise it, take a photo, and you could relive that moment in whatever you are seeing with your eyes. So, when it came to filming, it was sort of the same thing, but just with moving pictures. The more I did the traineeship, I sort of fell in love with media. In high school, I didn't really get the chance to study media in-depth, because I was in

such a small school. We didn't have all the resources for photography or videography or cinematography. So it was a huge shock when I started the traineeship. I was already in love with cameras, but the fact that I got to see what the news cameras do and what they do in studio and the whole workflow of a television station, was just amazing.

### Q: Would you recommend this style of learning to your friends or family?

A: Some 19 year-olds are at uni and that's how they're working towards their future career or goal. I guess that makes them happy, in that they know they're learning for something. But in the position that I'm in, it's practical. I'm already in my career, in my field, and I'm practically doing it, not just in the way that I should be doing it in the future. Every day when I come into work, pick up a camera and start recording, I think to myself, this is it. Here we are.

### Q: At the age of 19, would you describe yourself as a successful person?

A: Success, to me, means waking up every day, being happy that you get to go to your career. Success is waking up and knowing that what you're doing is contributing to your future self. I'm happy to say that I get to do that every day.

### Q: Is there any advice you'd give to young people who are choosing what to do next?

A: The possibilities are endless. While you are young, take those options. Take any opportunity that comes your way and run with it to the best of your ability, and see where that takes you. If it doesn't take you to the right path, start again.





**Jessica is adventurous, funny and relatable. After high school, she moved from the relative quiet of Kangaroo Island to the city of Adelaide in the name of her career.**

After getting used to the traffic lights and all the people, Jess has gone on to lead a team in her role as a High Voltage Electrician.

**JESSICA**  
**ELECTRICIAN TEAM LEADER**  
 GRADUATE, CERTIFICATE III  
 IN ELECTROTECHNOLOGY

**Q: Hi Jess, can you tell us a bit about yourself?**

**A:** I'm an Electrician Team Leader. I'm 24 years old, I'm from Kangaroo Island originally, and I've moved to Adelaide to pursue my career in electrotechnology.

**Q: Can you tell us a bit more about your move to Adelaide?**

**A:** I'd just been at school for 12 years, sitting in a classroom, and as much as I was good at it, I didn't necessarily enjoy it. In high school, I was very outdoorsy. I rode motorbikes, I did a lot of camping and outdoorsy stuff in my personal life and then at school, I really liked my practical subjects, so when I was about 16 and a half, Dad suggested maybe you should do an apprenticeship. I thought, why not, and that's pretty much when my whole life changed.

**Q: So it was your dad's suggestion to do an apprenticeship. Did your parents have a big influence on your decision on what to study?**

**A:** My dad was a linesman on Kangaroo Island, so he fixed all the lines in storms and did a lot of repair work, and my mum is a nurse. My dad inspired me to be an electrician. When the power went out he was the one that fixed it, and I always wanted to be that person. I think I owe a lot of credit to my dad for suggesting the job to me. Without him saying, "you can actually just apply and see what happens." I probably wouldn't have even considered it an option.

**Q: So you've gone from being in high school which you didn't really love to taking on a new job as an apprentice, to now being a team leader. Would you say you love what you do?**

**A:** I love that every day is different with being an electrician. One day you'll be fixing things, one day you'll be wiring things, and the next day you'll be fault finding and you'll never actually figure out what's wrong. You have to know how to be a problem solver. Any job has its bad days, but if you have a positive attitude and you think that you're good at it, you can make anything what you want to do, so I just make the most out of every day.

**Q: So as someone that's very happy, and successful in your career, what advice would you give to people who are wondering where to go with their education, or what their career might be?**

**A:** I would probably say jump at any opportunity that is thrown at you — you never know what can happen. If a door opens, walk through it. That's the advice that was given to me by my dad, and that worked out well for me, but I definitely also say, don't sweat it on the small things, you know, you only live once, just do it.





**RACHEL,**  
**INTERNATIONAL SALES AND BUSINESS**  
**DEVELOPMENT MANAGER**  
 GRADUATE, DIPLOMA IN AEROSKILLS (AVIONICS),  
 DIPLOMA OF AIRCRAFT MAINTENANCE ENGINEERING  
 DIPLOMA IN MANAGEMENT,

## Rachel is ambitious, tenacious, driven and incredibly focused on what she wants out of life.

A smart child, Rachel's parents had set their sights on her being a doctor, but a passion for aeroplanes and engineering meant that Rachel had other ideas

**Q: How would you describe your working life right now?**

**A:** I'm very happy. I'm really lucky to be doing something that I absolutely love every day. It's a joy to wake up in the morning and put on my workwear and go to work. Most people would be like "oh, can't believe it's Monday", but I'm there thinking "I can't wait for the new week to start".

**Q: That is an incredible place to be, to be doing something that you really love. Has it always been that way for you?**

**A:** When I was a little girl growing up in Hong Kong, my parents told me I should be a lawyer or a doctor or an accountant, and because I didn't know any better, that's what I thought I wanted to be. So when I was in high school and had to choose what I wanted to do afterwards, I pretty much did what my parents wanted me to do, which as I found out the hard way, wasn't what I wanted to do.

I studied a Bachelor of Engineering, Megatronics at university. When I was at university, I really enjoyed it however, I just realised it wasn't for me. I was always wanting to do something a little more involved. The moment when it clicked for me was when someone told me to pursue something that I was really passionate about, because if I had to do something for the rest of my life and it was something that was going to be a chore, then I wouldn't enjoy it.

**Q: Deep down, did you always know what you wanted to do?**

**A:** I wanted to work at the airport. I loved aeroplanes. When I was little; we grew up in an apartment building, very close to the flight path at Kai Tak International Airport and so aircraft would constantly fly past on their way into the airport, and I remember running up to the windows, pressing my nose against the glass and watching the planes come in. In hindsight, I'm like, "oh yeah, that was something I really loved for a long time".

**Q: So you were at university and you discovered that your passion is aeroplanes. What did you do next?**

**A:** I was looking at other opportunities to study in aviation and I attended a careers fair at Southbank (Brisbane). I got talking to one of the people at the stalls. They said, “would you ever consider doing an apprenticeship?” When I found out a little bit more, I couldn’t believe that the job I wanted to do, was actually a vocation.

So, I studied a Certificate IV in Aeroskills (Avionics). It was a very intensive course where we did all our theory up front, but there was also some practical [course elements] involved. After completing my course, I did a four-year apprenticeship, which I managed to finish in three, because it is competency based and I was able to tick off all of those competencies within a short period of time.

**Q: Can you tell us a little bit more about the transition from university to vocational education and training?**

**A:** The vocational pathway that I took was definitely quite academic. There was a lot of maths, physics, aerodynamics involved. A lot of people have a lot of misconceptions about vocational education and training. It’s in parallel with a tertiary qualification and in fact, it gave me the launching pad for a very successful career.

So, having done both, I found that my vocation has provided me with the best opportunity and training for what I wanted to do in my career.

**Q: Can you tell us a bit about getting your first job after completing your training. What advice would you give to people trying to get a start in their career?**

**A:** You’ve got to be really proactive when you’re looking for jobs and opportunities. I know a lot of people in my class were just sitting back waiting for these opportunities to come knocking for them and I was the opposite. I had my resume in my hand and I approached everyone and anyone and said “hey, this is me. I’d love a job, I’d

love an opportunity.” Some of the best advice I received was “make yourself indispensable and so when you’re not around, they’ll miss you”. So, that was the attitude that I went with when I gained my apprenticeship.

**Q: So when you did land a job, what was your first day like?**

**A:** My first day on the job as a new graduate, daunting I guess, to know that here you are all of a sudden, having this opportunity to work on a piece of machinery that’s worth millions of dollars and potentially having the lives of over 200 people in your hands. It definitely was not what I was expecting, but in a good way. It was a lot more challenging, you’ll get your ups and your downs, your good days and your bad days, but it’s all part and parcel of the job.

**Q: Can you tell us a bit more about your current role as an International Sales and Business Development Manager?**

**A:** I’ve always been ambitious. After completing my apprenticeship I actually went on and studied my Diploma of Aircraft Maintenance Engineering, so I became a licensed Aircraft Maintenance Engineer, and then I went on and did a Diploma of Management. While [I am] an Aircraft Maintenance Engineer by trade, I now work as an International Sales and Business Development Manager for the Registered Training Organisation (RTO) that I trained with. An opportunity came up. I’d been in that area and I had a good reputation and I was just really fortunate. I’m so incredibly lucky to work in the aviation industry. Every day it’s new, it’s exciting. I’m definitely more passionate, more driven, more determined to succeed because I’m in an area that I love.

# STUDENT LIFE

You may be thinking, “Okay, so I get what VET is and I understand where it can take me, but what does it look like to study within the VET system? What does a typical day and/or campus look like?”

## VET COURSE FORMATS

The great thing about VET is there isn't a typical day, campus or course. There is, however, freedom for you to discover flexible learning options and freedom to find a course and location that works for you and all of your requirements.

### A combination of on the job and at a campus

This is commonly what an apprenticeship/traineeship looks like. It combines regular hours at work learning on the job with day/afternoon and/or evenings on campus within a more traditional classroom set-up.

### Full-time

Full-time is likely to be up to 5 days per week at a campus. This is often appealing to people who want to move through their course quickly.

### Part-time

This is usually a few days a week allowing you to also hold a part-time job or tend to other life commitments.

By correspondence:  
online — gain a nationally recognised qualification in your area of interest, in your own time.

To meet the growing demand, many RTOs are offering more and more online courses. Online learning is a great way to gain new skills, upskill or transition to new career pathway — at any point of your career and regardless where you live. Courses are offered through online portals with content delivered via reading, videos and teacher guidance.

Online learning is one of the most flexible ways of learning. The flexibility of VET means you can adapt your study around your family and lifestyle. You can begin at any time and work at your own pace.



What I loved about it the most, and where the penny dropped and I knew this was for me [was], when you're putting that theory that you've learned into the practical application. You know what you're doing, you're contributing to the team, and you're actually fixing things. I was sold on it. I loved my four years throughout my apprenticeship, and it set me up for so much success post my apprenticeship too.

**BRENDAN,**  
ELECTRICAL INSTRUMENTATION TECHNICIAN  
VET GRADUATE

## THERE IS NO TYPICAL DAY

With many varied options and combinations, as a student, you are able to tailor the course to fit into your lifestyle. In many of the options, you have the ability to attend a campus and spend time with people also studying the same subjects, which means you can interact with and learn from your peers. Just like at high school, you will make friends through VET, only here, you have the ability to make industry contacts and begin to create your own network.

VET is focused on practical learning and providing real-world skills that make you truly ready to do the job. You can expect, in many cases, for your classroom to look like your work environment. So if you are looking at a trade, be prepared to learn your way around tools. If you're studying nursing, get ready to see and use medical equipment. If you're thinking about studying photography, get your camera ready.

You can expect your teachers to be industry professionals. They will have had years of experience in exactly what they are teaching you. They are likely still working in the industry and have a wealth of up-to-date knowledge and, more importantly, experience in the practical day to day elements of your course.

You have the freedom to make your next educational and career decisions work for you. One single day or course in VET does not look the same for each student and that is exactly what is great about it.

## LIFE OUTSIDE THE CLASSROOM

So you've heard all about the studying side of things, but what about the fun part? Don't worry, VET has got you covered on that aspect too! Here are some perks of studying through VET that don't necessarily have anything to do with study, or your career:

- Many campuses are a bit like traditional uni campuses, with regular social events and activities to welcome new students and of course, plenty of places to catch up over a coffee.
- You can choose to study away from home, and depending on your course, may even be given an allowance to do so. This is a great way to gain a little more freedom to be an adult, throw yourself in to the deep end and expand on those important life skills such as cooking, cleaning and doing your own washing.
- Alternatively, you can choose to study close to home, so not too much needs to change at all. You get to keep some of your routine, your friends and a familiar environment, whilst expanding your skills at the same time.
- You'll get the chance to make new friends with the people on your course, especially those you're assigned to complete group assignments with.
- Your course is flexible around you, so you could choose to take a day off mid-week and catch up at the weekend if you'd prefer. Who doesn't love a mid-week shopping trip or opportunity to have the gym to yourself?



While I was studying my Certificate III in Carpentry, I also completed my Certificate IV in Building, and the teachers there made it known to me that if I was to do a bit more study, I'd be able to get a Diploma, which I ended up doing. Combined with my experience in carpentry on site and the Diploma, that allowed me to apply for my SAT building license. Getting my license was sort of a final touch, if you like, on the end of a lot of study. It was the end goal and encompassed a lot of work.

**SHANE,  
CARPENTER, BUILDER, AND CADET BUILDING CERTIFIER  
VET GRADUATE**

### WHAT IS AN RTO?

A Registered Training Organisation or RTO is registered by a state or territory or national recognition authority to deliver training and/or conduct assessments and issue nationally recognised qualifications.

Only RTOs can:

- Deliver nationally recognised courses and accredited Australian Qualifications Framework VET qualifications
- Apply for Australian state and territory funding to deliver vocational education and training.

An RTO is an organisation that provides VET qualifications which includes:

- technical and further education (TAFE) institutes
- adult and community education providers
- agricultural colleges
- industry skill centres
- commercial and enterprise training providers
- some universities, higher education providers, and high schools.

# EARN WHILE YOU LEARN

## AS AN APPRENTICE OR TRAINEE

Australian Apprenticeships include both apprenticeships and traineeships, and offer opportunities for people to train, study and earn an income at a variety of qualification levels in a huge range of occupations including the traditional trades. Apprenticeships combine time at work with formal training, and can be either full-time, part-time or school-based.

Australian Apprenticeships are available to anyone of working age. There aren't specific school levels, certificates or other qualifications needed to start an apprenticeship, and apprentices and trainees can still be at school or can have finished. Apprenticeships aren't also just for the young, people re-entering the workforce after a break, or those looking to change careers can also train as an apprentice.

Apprenticeships and traineeship are offered across a range of industries throughout the country. If you're keen on practical learning and want to get qualified, taking on a trade-based apprenticeship or traineeship could be a great option for you.

Many trades in Australia are facing a nation-wide skills shortage, which means that finding a job in your industry of choice could be easier than you think.

### AS AN APPRENTICE YOU CAN:

- Earn a wage while you learn
- Develop practical skills specific to the occupation or industry you are interested in
- Complete hands-on training in the workplace and learn in a classroom
- Gain a nationally recognised qualification
- Potentially be eligible to access Government financial support and other benefits to help with the costs incurred while you are undertaking your training
- Keep your skills up to date
- Increase your employability with an industry-approved qualification
- Start your journey to a great career, with excellent prospects and a good salary
- Be on a path to own your own business.

# IS AN APPRENTICESHIP OR TRAINEESHIP FOR ME?

We know that when it comes to working out what to do next, it feels like there is so much information to take in, and a lot of pressure to make the right decision. That's why we've answered some of the most common questions people ask when thinking about taking on an apprenticeship or traineeship.

## 1. Am I eligible?

Australian Apprenticeships are available to anyone of working age. You can do an Australian Apprenticeship if you are a school leaver or re-entering the workforce or simply wishing to change careers or gain new skills. You can even start an Australian Apprenticeship while you are still at school. VET lets you undertake partial qualifications, short courses, individual skill sets and units of competency, allowing you to gain the specific skills you need, when you need them.

## 2. Will I be qualified when I finish?

Yes. An apprenticeship typically involves up to four years of hands-on work experience, plus a certificate course in your chosen trade (e.g. a Certificate III in Engineering) through a Registered Training Organisation (RTO). Remember, it's competency based so it's up to you how long it takes.

For example, you might work four days per week and spend the fifth day at your RTO or you might undertake your off-the-job training in blocks, where you might be at your RTO for a week at a time. This can vary depending on the job and the industry. Once you achieve all of the competencies, you're fully qualified to work in that occupation.

## 3. How much will I earn as an apprentice?

This differs for each industry. As an apprentice or trainee, you will be paid the award rate of pay within your industry. You can find out the award rate you're entitled to as an apprentice in your field at [www.fairwork.gov.au](http://www.fairwork.gov.au) – just hit the Apprenticeships & trainees button in the 'Find help' section.

## 4. Where can I learn more?

There are many tools online to help you explore potential career options, find the industries that best suit you and help prepare and build your resume. Here are a few to get you started:

- [www.aapathways.com.au](http://www.aapathways.com.au)
- [www.myskills.gov.au](http://www.myskills.gov.au)
- [www.australianapprenticeships.gov.au](http://www.australianapprenticeships.gov.au)
- [www.training.gov.au](http://www.training.gov.au)

## 5. How do I apply?

Before applying for jobs, understanding your interests will help you identify the industries you might want to start researching. The Industry Insiders section on [www.aapathways.com.au](http://www.aapathways.com.au) is a great place to start. You can also do an aptitude quiz to test the level of general based literacy and numeracy required to undertake Australian Apprenticeships qualifications.

By getting to know the industry you want to work and train in you will have a better idea of the standards and commitment expected of you. You'll also have more confidence when speaking with potential employers or going for an interview, so do your research.

Just like applying for any job, you'll need to create a resume and cover letter. The resumes and cover letters page at [www.aapathways.com.au](http://www.aapathways.com.au) has some great resources to help you get started.

Finding an apprenticeship or traineeship is much like finding any type of job, there are many different ways. Job advertisements for apprenticeships and traineeships can be found on the internet, on community bulletin boards and in newspapers. Using contacts you already have can be a very effective way of finding opportunities. One handy tip is to reach out to employers directly, write them a letter, provide your CV and let them know you'd like an opportunity – you never know where it could lead.

Your local Australian Apprenticeship Support Network provider can help you find more information and may even have a jobs board where you can apply for local apprenticeships opportunities.

Once you land that opportunity, you must be signed up into a formal training contract. This ensures that all parties are aware of their responsibilities and understand what it means to commence an Australian Apprenticeship. Once signed up, your employer can then pay apprentice or trainee wages and you can be enrolled into the appropriate course with a training provider.



# FINANCIAL SUPPORT FOR YOUR CAREER



**As an apprentice, you might be eligible for a Trade Support Loan and when you successfully complete your apprenticeship or traineeship, you'll receive a 20% discount on your loan amount.**

You can learn more by contacting your local AASN or visiting [www.australianapprenticeships.gov.au/aus-apprenticeships-incentives](http://www.australianapprenticeships.gov.au/aus-apprenticeships-incentives)

**As a full-time apprentice you might be eligible for fortnightly Centrelink support through Youth Allowance, Austudy, ABSTUDY or the Assistance for Isolated Children Scheme.**

You can find out more about this type of support at [www.humanservices.gov.au/individuals/students-and-trainees](http://www.humanservices.gov.au/individuals/students-and-trainees)

## DID YOU KNOW?

These are just some of the careers you can enter into:

- Aircraft Maintenance Engineer (Avionics)
- Arborist
- Automotive Electrician
- Baker
- Bricklayer
- Cabinetmaker
- Carpenter and Joiner
- Chef
- Hairdresser
- Panel Beater
- Stonemason
- Child Care
- Real Estate
- Hospitality
- Defence Industry
- Beauty Therapy
- Business Administration





“

**I think my first day that I started my apprenticeship I was very nervous. But at some point, you just gotta step in and take the opportunity and see what happens.**

I realised that I could do more than I thought I could. It was a big deal being a young team leader. When you're in school, you never know the possibilities of where you could end up. Now, I'm in that place where I never thought I'd be, never even considered that I'd be there.

**JESSICA,  
ELECTRICIAN TEAM LEADER  
APPRENTICESHIP GRADUATE**



“

**When I was a kid in school, I wanted to be a carpenter. I even used to come home from school and watch 'Grand Designs'.**

I'm passionate about carpentry and building because I feel it gives you an avenue to be creative and practical at the same time, and you can get a lot of satisfaction from the work you do. I love the sense of achievement, being able to see something for the work you've put in

**SHANE,  
CARPENTER, BUILDER,  
AND CADET BUILDING CERTIFIER  
APPRENTICESHIP GRADUATE**

# INDUSTRIES & COURSES

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**IF YOU LIKE:**

- Agriculture, Hospitality, Chemistry, Biology, Technology or Environmental subjects
- Nature
- Working outdoors
- Working with your hands
- Animals
- New technology
- Having an eye for detail

**CONSIDER VOCATIONAL EDUCATION & TRAINING IN:**

# AGRICULTURE & FOOD PROCESSING

The way our food is cultivated and processed is vital for our health and economy. The process of turning our natural resources into the food and beverages we consume every day requires an impressive feat from a wide range of specialists. These include farmers, process workers, business owners, quality assurance officers and salespeople. Agriculture and food processing jobs often involve having a breadth of knowledge across several fields including technology, business, science and farming. This makes for interesting and rewarding work across the industry, and new technology is creating exciting opportunities.

**WHICH LEADS TO THESE CAREER OPPORTUNITIES:**

1. Landscape Designer
2. Oyster Farmer
3. Forestry Ranger
4. Fishing Master
5. Animal Technician (Breeder)
6. New Technology Specialist - Aquaculture
7. Food Testing Manager
8. Agribusiness Enterprise Manager



**The Agriculture and Food Product Manufacturing industry is high-tech and evolving with new technology.**

**Landscape Designers make a big impact on how happy people are in cities.**



**Extensive experience or an apprenticeship in Retail Baking is needed to work as a Baker.**

# EXPLORE EDUCATION & TRAINING PATHWAYS



Below is a sample of just some of the career pathways you could take in agriculture & food processing. There are so many courses on offer. Visit the My Skills website at [www.myskills.gov.au](http://www.myskills.gov.au) to find the career for you.

## AGRICULTURE

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Grain Production	Cert III in Agriculture	Farmhand
	Diploma of Organic Farming	Organic Farm Production Manager (Grain Crops)
Rural and General Operations	Cert IV in Agribusiness	Agribusiness Administrator
	Advanced Diploma of Agribusiness Management	Agribusiness Enterprise Manager
Retail Nursery	Cert III in Retail Nursery	Retail Nursery Tradesperson
	Advanced Diploma of Horticulture	Horticulture Business Manager
Animal production	Cert III in Agriculture	Dairy Farmhand
	Diploma of Agriculture	Station Manager (Sheep and Grain)
Gardening	Cert II in Landscaping	Landscaping Assistant
	Cert IV in Parks and Gardens	Head Gardener
	Diploma of Landscape Design	Landscape Designer
	Diploma of Sports Turf Management	Sports Turf Manager

## AQUACULTURE

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Aquaculture	Cert II in Aquaculture	Deckhand (Aquaculture)
	Diploma of Aquaculture	New Technology Specialist – Aquaculture

## FORESTRY AND LOGGING

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Forestry Growing and Management	Cert II in Forest Growing and Management	Forestry Worker
	Advanced Diploma of Forest Industry Sustainability	Forestry Manager

## AGRICULTURE, FORESTRY AND FISHING

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Fishing Operations	Cert II in Fishing Operations	Deckhand
Automotive Mechanical	Cert III in Agricultural Mechanical Technology	Agricultural Mechanical Technician
Shearing / Wool Harvesting & Handling	Cert III in Shearing	Shearer (Professional Level)

## FOOD PRODUCT MANUFACTURING

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Baking	Cert III in Baking	Baker
Meat Retailing	Cert III in Meat Processing (Retail Butcher)	Butcher
Food Safety	Diploma of Food Science and Technology	Food Quality Assurance Manager
Food Processing	Cert IV in Food Processing	Food & Drink Production Supervisor

**IF YOU LIKE:**

- Art, Music, Media or Theatre subjects
- Creating, attending and experiencing the arts
- Being self-driven
- Collaborating with a network of interesting people
- Working outside office hours
- Variety and change

**CONSIDER VOCATIONAL  
EDUCATION & TRAINING IN:**

# ARTS & CULTURE

The arts are a crucial part of our culture; they tell our nation's stories. There are so many ways to work in the industry, including as an artist, in the administration and maintenance of venues, or as a specialist who works behind-the-scenes. The arts contribute to a range of other industries, including design, tourism, media, IT and education, which opens a variety of career pathways. The industry is full of passionate people who create, run and manage the arts. Together they work to entertain, challenge and change us. Many artists you recognise, began with vocational education and training. You would be surprised at where it could take you.

**WHICH LEADS TO THESE CAREER OPPORTUNITIES:**

1. Artistic Director
2. Choreographer
3. Fashion Photographer
4. Library Technician
5. Visual Artist
6. Stage Manager
7. Television Production Coordinator
8. Music Marketing Manager



Every day when I come into work, it's crazy just to pick up a camera and start recording and think to myself that this is what it's going to be like, this is it. Here we are.

**TYRONE,**  
**BROADCAST OPERATOR**  
VET GRADUATE



**Art Directors plan, organise and control artistic aspects of film, television or stage productions.**

**Communities with great art and music programs are proven to be healthier and happier.**



**Employers look for Fashion Designers who are creative, can self-manage and are motivated.**

# EXPLORE EDUCATION & TRAINING PATHWAYS



Below is a sample of just some of the career pathways you could take in arts & culture. There are so many courses on offer. Visit the My Skills website at [www.myskills.gov.au](http://www.myskills.gov.au) to find the career for you.

## LIVE PERFORMANCE AND ENTERTAINMENT

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Dance	Certificate IV in Dance	Dancer / Choreographer
Live production & Services	Diploma of Musical Theatre	Musical Theatre Artist
	Cert III of Live Production and Services	Stage Production Assistant
	Cert IV Live Production and Technical Services	Visual Technician (Film & Television)
Community Dance Theatre & Events	Cert III in Community Dance, Theatre and Events	Performer for Aboriginal Community Theatre
	Diploma of Live Production and Technical Services	Performing Arts Workshop Technician

## MUSIC

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Music Industry	Cert IV in Music Industry	Singer / Songwriter
	Cert IV in Music Industry	Assistant Music Manager
	Advanced Diploma of Music Industry	Sound Engineer

## SCREEN AND MEDIA

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Screen and Media	Cert IV in Screen and Media	Television Director
	Advanced Diploma of Screen and Media	Screen Writer / Producer

## VISUAL ARTS AND CRAFT

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Visual Arts	Cert III of Visual Arts	Ceramics Studio Assistant
	Diploma in Visual Arts (General)	Commercial Photographer
	Advanced Diploma of Visual Arts	Sculptor

## LIBRARY SERVICES

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Library and Information Services	Cert III in Library and Information Services	Research Information Officer
	Diploma of Library and Information Services	Library Technician

## ARTS ADMINISTRATION AND SUPPORT

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Program Administrator	Advanced Diploma of Program Management	Arts Centre Program Manager
Visual Arts	Cert II in Visual Arts	Community Arts Trainee

## ARTS EDUCATION

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Dance	Cert IV in Dance Teaching and Management	Dance Fitness Instructor
	Diploma in Dance Teaching and Management	Dance Studio Teacher /Manager



**IF YOU LIKE:**

- Business, English, Maths, Debating, History or IT subjects
- Leadership
- Being self-driven or working in a close team
- Meeting new people
- Negotiating and problem solving
- Competition
- Helping others

**CONSIDER VOCATIONAL EDUCATION & TRAINING IN:**

# BUSINESS, EDUCATION & TRAINING

This fast-paced industry is evolving as we spend more time online. Business delivers the services we need, and supports our economy by managing our organisations, our wealth and our financial security. Education and training gives our workforce the skills they need to develop as professionals. It is a broad industry and encompasses everything from teachers and project leaders to salespeople, accountants, human resources staff and of course managers and CEOs. These roles often require a mix of logic, creativity, strategy, maths and people skills. You could work anywhere from a small business to a large-scale organisation. The skills you gain from qualifications in Business, Education & Training are transferable to just about all other industries.

**WHICH LEADS TO THESE CAREER OPPORTUNITIES:**

1. Executive Officer
2. Project Manager
3. Advertising Accounts Director
4. IT Sales Agent
5. Human Resources Strategist
6. Accountant
7. Workplace Training Officer
8. Vocational education and training Teacher



To be able to see how the industry is evolving, the new technologies, the new people coming through, and knowing that you're a part of shaping the future is a fantastic, rewarding experience.

**RACHEL,**  
INTERNATIONAL SALES AND  
BUSINESS DEVELOPMENT MANAGER  
VET GRADUATE



In sales, you could be influencing the world's biggest businesses.

Qualifications in business are very versatile and can lead you to a range of different pathways.



Employers look for Accountants who can connect with others, communicate clearly and are well presented.

## EXPLORE EDUCATION & TRAINING PATHWAYS



Below is a sample of just some of the career pathways you could take in business, education & training. There are so many courses on offer. Visit the My Skills website at [www.myskills.gov.au](http://www.myskills.gov.au) to find the career for you.

### BUSINESS SERVICES

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Business Administration and Sales	Cert III in Business	Office Assistant
	Cert III in Business Administration	Accounts Payable Clerk
	Cert IV in Business Administration	Project Officer
	Cert IV in Business Sales	Sales Agent
	Diploma of Business	Executive Officer
Marketing and Communications	Cert III in Events	Event Administrative Assistant
	Cert IV in Marketing and Communication	Marketing and Communications Consultant
	Diploma of Marketing and Communication	Accounts Manager (Advertising)
	Advanced Diploma of Marketing and Communication	Global Account Manager
Project Management	Cert IV in Project Management Practice	Project Administrator
	Diploma in Project Management	Project Manager
	Advanced Diploma in Project Management Practice	Program Manager
Human Resources and Work Health & Safety	Cert III in Work Health and Safety	Occupational Health and Safety Assistant
	Cert IV in Human Resources	Payroll Officer
	Diploma in Human Resources Management	Human Resources Manager
	Advanced Diploma of Management (Human Resources)	Manager, Human Resources (Strategy)
Leadership and Management	Cert IV in Leadership and Management	Team Leader
	Diploma in Leadership and Manager	Business Development Manager
	Advanced Diploma of Business	Executive Manager or Director

### FINANCIAL SERVICES

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
General	Cert IV in Financial Markets Operations	Financial Markets Administrative Officer
	Diploma of Financial Markets	Client Adviser
	Diploma of Financial Services	Financial Services Manager
	Advanced Diploma of Integrated Risk Management	Risk Manager
Accounting	Cert III in Accounts Administration	Accounts Clerk
	Cert IV in Accounting and Bookkeeping	Bookkeeper
	Advanced Diploma of Accounting	Accounting Manager

### EDUCATION AND TRAINING

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Vocational Education and Training	Cert IV in Training and Assessment	Enterprise Trainer and Assessor
	Diploma of Vocational Education and Training	Senior Trainer and Assessor
Training Design and Development	Diploma of Training Design and Development	Training Designer

**IF YOU LIKE:**

- Maths, Chemistry, Business, Design or Technology subjects
- Learning how things work
- Working with your hands
- Details and logic
- Helping others
- Working alone or in a team

**CONSIDER VOCATIONAL EDUCATION & TRAINING IN:**

# CONSTRUCTION & MINING

Looking to make an impact? The Mining and Construction industry supports the very existence of our society. It provides all the vital infrastructure we depend on. The industry is broad and flexible, and there are many dynamic career pathways. You could gain a trade in a wide range of areas including carpentry, robotics, plumbing and engineering, and work in a variety of environments. Jobs in construction and mining are highly valued, well paid and plentiful. Many skilled workers gain their qualifications on the job. A career in this diverse industry can lead to so many careers including design, logistics, management or business.

**WHICH LEADS TO THESE CAREER OPPORTUNITIES:**

1. Construction Manager
2. Hydraulic Design Consultant
3. Electrician
4. Fine Furniture Maker
5. Civil Engineering Technician
6. Plumber
7. Underground Mine Surveyor
8. Aeronautical Engineer Associate



Carpentry and building gives me an avenue to be creative and practical at the same time.

People think, with doing a trade, it stops at being a tradesman. The truth is, many people in the industry have started off as an apprentice and have become project managers, certifiers, even engineers. It encompasses a whole range of avenues that you could possibly take.

**SHANE,  
CARPENTER, BUILDER, CADET  
BUILDING CERTIFIER  
VET GRADUATE**



**Earthmoving Plant Operators operate a range of earthmoving equipment to build roads, rail, dams and other earthworks.**

**A Bachelor degree is needed to work as a Mining Engineer. Some Mining Engineers complete postgraduate studies.**



**You can become a specialist in sustainability.**

## EXPLORE EDUCATION & TRAINING PATHWAYS



Below is a sample of just some of the career pathways you could take in construction & mining. There are so many courses on offer. Visit the My Skills website at [www.myskills.gov.au](http://www.myskills.gov.au) to find the career for you.

### BUILDING AND CONSTRUCTION SERVICES

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Data Communications	Cert II in Data and Voice Communications	Data and Voice Communications Cabler
Systems Electrician	Cert III in Electrotechnology Electrician	General Electrician – Special Class
Plastering	Cert III in Wall and Ceiling Lining	Plasterer (solid)
Plumbing and Gas Fitting	Cert III in Plumbing	Plumber - Gas Fitter
	Cert IV in Plumbing and Services	Fire Services Supervisor (Plumber)
Carpentry	Cert II in Construction	Trades Assistant
	Cert III Carpenter and Joiner	Shopfitter
Furniture and Finishing	Cert IV in Furniture Design and Technology	Furniture Designer
Building and Construction Management	Cert IV in Building and Construction (Site Management)	Building Site Manager/Supervisor
	Advanced Diploma of Building and Construction (Management)	Senior Civil Construction Manager
Mechanical	Cert III in Engineering – Mechanical Trade	Metal Machinist (First Class) – Engineering
	Diploma of Engineering – Advanced Trade	Advanced Engineering Tradesperson – Mechanical

### CIVIL ENGINEERING CONSTRUCTION

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Civil Construction	Certificate III in Civil Construction Plant Operations	Civil Construction Plant Operator
	Cert IV Civil Construction Design	Civil Engineer Draftsperson
	Cert IV in Civil Construction Operations	Road Construction Supervisor
	Advanced Diploma of Civil Construction Design	Senior Civil Construction Designer

### MINING CATEGORY

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Drilling	Cert II Drilling Operations	Driller's Assistant
	Cert III in Drilling Operations	Blast Hole Driller
	Cert IV Drilling Operations	Senior Driller – Mineral Exploration
Mining, Surface Extraction & Processing	Cert II in Surface Extraction Operations	Open Cut Coal Mining Operator
	Cert III in Mine Emergency Response and Rescue	Mine Rescue Worker
	Cert IV in Surface Extraction Operations	Quarry Supervisor
	Diploma of Minerals Processing	Minerals Process Plant Manager
Metal Fitting and Machinists	Cert III in Engineering – Fabrication Trade	Metal Machinist (First Class) – Engineering
	Diploma of Engineering – Advanced Trade	Advanced Engineering Tradesperson – Mechanical
Electrician	Cert III in Electrotechnology Electrician	General Electrician
	Cert III in Engineering- Electrical/Electronic Trade	Electronic Equipment Tradesperson - Engineering

**IF YOU LIKE:**

- Science, Maths, Chemistry, IT, Design or Technology subjects
- Working in a team
- Travel
- Knowing how things work
- Helping others
- Ships, aircrafts and vehicles

**CONSIDER VOCATIONAL EDUCATION & TRAINING IN:****DEFENCE INDUSTRY**

This industry encompasses the workforce behind the Australian Defence Force (ADF). Working in the defence industry means performing in a role that supports the ADF with trades, business skills and technology. These important roles provide technical skills and knowledge to the ADF while providing career pathways that can lead to lifelong fulfillment. Careers in the ADF can often involve working on interesting projects and with cutting-edge machines and technology. You don't have to commit to the ADF to work in the defence industry. There are lots of opportunities to work with large multi-national companies or with Australian businesses in the supply chain, providing you with a career pathway in the specialised area you enjoy.

**WHICH LEADS TO THESE CAREER OPPORTUNITIES:**

1. Airforce Maintenance Engineer
2. Network Security Specialist
3. Intelligence Analyst
4. IT Project Manager
5. Boat Builder
6. Telecommunications Technician
7. Architectural Draftsperson
8. Industrial Designer



Working for the Defence Industry doesn't mean you have to commit to the Australian Defence Force.

Employers look for Programmers who can communicate clearly, work well in a team and have strong computer skills.



You can train in a specialty area you're interested in such as business or a particular trade.

## EXPLORE EDUCATION & TRAINING PATHWAYS



Below is a sample of just some of the career pathways you could take in the defence industry. There are so many courses on offer. Visit the My Skills website at [www.myskills.gov.au](http://www.myskills.gov.au) to find the career for you.

### BUSINESS AND MANAGEMENT

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Project Management and Marketing Communication	Cert IV in Project Management Practice	Project Administrator
	Cert IV in Marketing and Communication	Marketing and Communications Consultant
Government	Diploma of Procurement and Contracting	Procurement & Contracting Manager
Building and Construction Surveying & Management	Cert IV in Building and Construction (Estimating)	Building Estimator/Scheduler
	Advanced Diploma of Building and Construction (Management)	Construction Manager

### INFORMATION AND COMMUNICATIONS TECHNOLOGY

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
ICT Hardware & Software Maintenance and Support	Certificate III in Information, Digital Media and Technology	ICT Technician
	Advanced Diploma of Information Technology Project Management	ICT Project Manager
ICT Client Support	Cert II in Information, Digital Media and Technology	Junior Office Support Worker
	Cert III in Information, Digital Media and Technology	Help Desk Officer
	Cert IV in Information Technology	Computer Technician
	Diploma of Systems Analysis and Design	Systems Analyst
IT Networks and Security	Cert II in Technical Security	Security Installations Assistant
	Advanced Diploma of Network Security	Network Security Specialist
Telecommunication Network	Cert IV in Telecommunications Engineering Technology	Telecommunications Technician
	Diploma of Telecommunications Engineering	Radio Frequency Telecommunications Technical Specialist
Systems Electrician	Cert II in Electrotechnology (Career Start)	Electrotechnology Career Start Trainee
	Cert IV in Electrotechnology – Electrical Contracting	Electrical Contractor
	Diploma of Computer Systems Engineering	Technical Officer –Electrical Engineering

### OPERATIONS

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Operations	Cert III in Construction Crane Operations	Licensed Crane Operator
	Cert IV in Cleaning Management	Cleaning Manager
	Cert III in Supply Chain Operations	Warehouse Operator

## IF YOU LIKE:

- Art, Maths, Design or Technology subjects
- Lateral thinking
- Communication
- Making things
- Drawing
- Working in a team
- IT and computers

## CONSIDER VOCATIONAL EDUCATION & TRAINING IN:

# DESIGN

Designers are the brains behind so many facets of our society. They make decisions that directly affect the way we live, think and interact with each other. Designers are the creators behind everything from our computer networks, the buildings we live in, signage, our clothes, our games and entertainment and the furniture we sit on. Designers help businesses look the part and to communicate effectively. A career pathway in design offers a balance of practical thinking and creativity to come up with simple solutions to complex problems. If you're creative and like seeing an idea come to life, the design industry could be for you.

## WHICH LEADS TO THESE CAREER OPPORTUNITIES:

1. Games Designer
2. Web Developer
3. Boutique Jeweller
4. Fashion Designer
5. Architectural Technician
6. Film Animator
7. Interior Designer
8. Advertising Creative Director



**Designers are both problem solvers and communicators.**

**Almost everything you own was designed by someone.**



**Employers look for Fashion and Jewellery Designers who are creative, can self-manage and are motivated.**



# EXPLORE EDUCATION & TRAINING PATHWAYS



Below is a sample of just some of the career pathways you could take in design. There are so many courses on offer. Visit the My Skills website at [www.myskills.gov.au](http://www.myskills.gov.au) to find the career for you.

## COMPUTER SYSTEM DESIGN

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Computer Systems	Cert III in Computer Systems Equipment	Electronic Equipment Tradesperson – Computer Systems
	Diploma of Computer Systems Engineering	Technical Officer – Computer Systems Engineer
ICT Client Support	Diploma of Website Development	Web Developer

## ENGINEERING DESIGN

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Building design, Accessibility & Sustainability	Diploma of Building Design	Building Designer
Spatial Information Services	Cert III in Surveying and Spatial Information Services	Junior Technical Officer
	Cert IV in Surveying	Surveyor's Assistant
	Advanced Diploma of Building Surveying	Building Surveying Technical Manager
Mechanical / Electrical	Cert III in Engineering	Industrial Electrician
	Cert IV in Engineering Drafting	Advanced Mechanical Maintenance Technician

## SPECIALISED DESIGN

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Multimedia Design & Creation	Cert IV in Digital Media Technologies	Assistant Digital Media Developer
	Cert IV in Digital and Interactive Games	Assistant PC Games Programmer
	Diploma of Digital and Interactive Games	Animator
Fashion & Textile Design and Merchandising	Cert III in Applied Fashion Design and Technology	Fashion Design Worker
	Diploma of Textile Design and Development	Textile Designer
	Advanced Diploma of Applied Fashion Design and Merchandising	Fashion Coordinator
Floristry	Cert III in Floristry	Florist
Graphic Design / Visual Arts	Cert II in Furniture Finishing	Furniture Finishing Worker
	Cert III in Furniture Making	Furniture Maker
	Cert IV in Furniture Design and Technology	Furniture Designer
Interior Decoration, Design & Sales	Diploma of Graphic Design	Graphic Designer
	Advanced Diploma of Visual Arts	Digital Media Designer
Interior Decoration, Design & Sales	Cert III Interior Decoration Retail Services	Sales Assistant
	Diploma of Interior Design	Interior Decorator
Jewellery Making	Cert III in Jewellery Manufacture	Jewellery Tradesperson
	Advanced Diploma of Jewellery and Object Design	Jewellery Designer
Graphic Media	Cert III in Printing and Graphic Arts (General)	Desktop Publishing Assistant
	Diploma of Printing and Graphic Arts Business Management	Media Developer
Signage	Cert III in Signs and Graphics	Signwriter

**IF YOU LIKE:**

- Politics, Economics, English, History or Geography subjects
- News and current affairs
- Helping the community
- Negotiating
- Volunteering
- Law and order

**CONSIDER VOCATIONAL EDUCATION & TRAINING IN:**

# GOVERNMENT, SAFETY & ENVIRONMENT

The Australian Government is responsible for the physical, economic and general wellbeing of our citizens, our assets and our resources. Roles in government exist to develop the policies we live by and provide the services that keep us safe and well. This industry offers a diverse range of career pathways that make and implement important decisions to ensure our country runs well on a federal, state and local level. Roles includes police, fire, and emergency services as well as administration and decision making roles. Working in government industries means you could affect change and make a lasting impact on your community.

**WHICH LEADS TO THESE CAREER OPPORTUNITIES:**

1. Mayor
2. Politician
3. Forensic Investigator
4. Policy Maker
5. Animal Welfare Officer
6. Paramedic
7. Police Officer
8. Fire Investigator



**Policy and Planning**  
Managers organise, direct, control and coordinate policy advice and strategic planning within organisations.

**Government roles**  
allow you to work on subject matters that affect everyone.



**Employers look for Paramedics** who are caring, compassionate, and empathetic and can communicate clearly.

## EXPLORE EDUCATION & TRAINING PATHWAYS



Below is a sample of just some of the career pathways you could take in government, safety & environment. There are so many courses on offer. Visit the My Skills website at [www.myskills.gov.au](http://www.myskills.gov.au) to find the career for you.

### PUBLIC ADMINISTRATION

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Project Management / Government	Cert IV in Project Management Practice	Contracts Officer
	Diploma of Procurement and Contracting	Procurement and Contracting Manager
	Diploma of Government	Policy Manager
Service Delivery	Cert III in Government	Administrative Assistant
	Cert IV in Government	Administrative Services Officer
	Cert IV in Community and Post Disaster Program Management	Disaster Relief Administrator
	Diploma of Project Management	Project Manager

### PUBLIC ORDER AND SAFETY

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Policing	Diploma of Policing	
	Advanced Diploma of Police Intelligence Operations	
Security	Cert III in Investigative Services	Surveillance Investigator
	Cert IV in Government Security	Government Fraud Prevention Officer
Fire Fighting & Protection Equipment Systems	Cert II in Fire Protection Inspection and Testing	Fire Protection Equipment Service Technician
	Cert III in Public Safety (Firefighting & Emergency Operations)	Urban Fire Fighter
	Advanced Diploma of Public Safety (Fire Investigation)	Fire Investigator
Emergency Services	Cert III in Public Safety (Aquatic Search and Rescue)	Surf Lifesaver
	Cert II in Medical Service First Response	Ambulance Assistant (First-Aid Provider)
	Cert IV in Public Safety (SES Leadership)	State Emergency Service Team Leader
	Certificate III in Ambulance Communications (Call-taking)	Ambulance Dispatcher
	Diploma of Paramedical Science	Ambulance Paramedic Assistant
Correctional Practice	Cert IV in Correctional Practice	Corrections Case Manager
	Diploma of Correctional Administration	Corrections Intelligence Officer

### LOCAL GOVERNMENT ADMINISTRATION

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Regulatory Services	Cert III in Local Government (Regulatory Services)	Animal Control Officer
	Cert IV in Local Government (Regulatory Services)	Compliance officer
Administration	Cert II in Local Government	Administration Assistant
	Cert IV in Local Government Administration	Electoral Officer
	Diploma of Local Government (Planning)	Assistant Planning Manager
Health & Environment	Cert III in Local Government (Health and Environment)	Health and Environment Officer
	Diploma of Environmental Monitoring and Technology	Environmental Technician
	Cert IV in Environmental Management and Sustainability	Environmental Team Leader

**IF YOU LIKE:**

- Chemistry, Biology, Psychology, English or Maths
- Making a difference
- Caring for others
- Working outside office hours
- Meeting interesting people
- Problem solving
- Health and wellbeing

**CONSIDER VOCATIONAL EDUCATION & TRAINING IN:**

# HEALTH & COMMUNITY SERVICES

This industry is responsible for the health and wellbeing of all Australians. Sometimes we think about health and community services as healing services, but the industry also focuses on keeping us well in the first place. As one of our biggest industries, there are many career pathways in care, mental health and disability. To support the changes that are occurring in our society, such as an aging population and more parents opting to work, as well as new medical advancements, there are new and exciting opportunities available across the field. Health and Community Services offer a range of rewarding careers that allow you to make a difference every day.

**WHICH LEADS TO THESE CAREER OPPORTUNITIES:**

1. Nurse
2. Welfare Rights Officer
3. Counsellor
4. Childcare Education Manager
5. Relationship Educator
6. Operating Theatre Technician
7. Dental Prosthetist
8. Medical Practice Manager



People view me as a leader in the department, and as someone who is going to stand up for the rights of children and families.

**DAWN,**  
SENIOR ABORIGINAL  
COMMUNITY WORKER,  
VET GRADUATE



**Enrolled Nurses provide care to patients in a variety of health, aged care, welfare and community settings.**

**A formal qualification in human welfare or community service is needed to work as a Welfare Support Worker.**



**Employers look for Child Carers who are caring, compassionate, empathetic, and interact well with others.**

## EXPLORE EDUCATION & TRAINING PATHWAYS



Below is a sample of just some of the career pathways you could take in health & community services. There are so many courses on offer. Visit the My Skills website at [www.myskills.gov.au](http://www.myskills.gov.au) to find the career for you.

### MEDICAL CARE SERVICES

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Enrolled Nursing	Diploma of Nursing	Enrolled Nurse
Health Services Assistance	Cert II in Health Support Services	Ward Hand
	Cert III in Health Services Assistance	Operating Theatre Technician
Ambulance	Cert IV in Ambulance Communications (Dispatch)	Ambulance Dispatcher
	Diploma of Paramedical Science	Ambulance Paramedic Assistant
General Business Operations	Cert III in Health Administration	Health Administrative Worker
	Cert IV in Health Administration	Medical Record Team Leader
	Diploma of Practice Management	Practice Manager
Dental	Cert III in Dental Assisting	Dentist Assistant
	Advanced Diploma of Dental Prosthetics	Dental Prosthetist
Alternative Health Assistance	Diploma of Clinical Aromatherapy	Clinical Aromatherapist
	Diploma of Remedial Massage	Remedial Massage Therapist
	Advanced Diploma of Ayurveda	Ayurveda Therapist

### RESIDENTIAL CARE SERVICES

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Aged & Disability Home and Community Care	Cert III in Individual Support	Aged Care Worker
	Cert IV in Disability	Disability Officer - Day Support
	Cert IV in Coordination of Volunteer Programs	Volunteer Coordinator
	Cert IV in Leisure and Health	Leisure and Therapy Assistant
	Diploma of Leisure and Health	Diversional Therapist
	Advanced Diploma of Community Sector Management	Disability Services Manager

### SOCIAL ASSISTANCE SERVICES

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Children Services – Early Childhood	Cert III in Early Childhood Education and Care	Preschool Assistant
	Diploma of Early Childhood Education and Care	Childhood Education Manager
Educational School Support	Cert IV in School Age Education and Care	Outside School Hours Carer
	Cert III in Education Support	Education Assistant (Culturally Diverse School)
	Cert IV in Education Support	Education Officer
Community Services	Cert II in Community Services	Assistant Community Services Worker
	Cert III in Community Services	Migrant Support Worker
	Cert IV in Community Services	Welfare Rights Officer
	Advanced Diploma of Community Sector Management	Community Development Manager
Counselling	Diploma of Counselling	Counsellor

**IF YOU LIKE:**

- Maths, Science, IT, Design or Technology subjects
- Knowing how things work
- Making things
- Working with your hands
- Design
- Teamwork

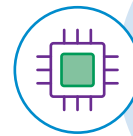
**CONSIDER VOCATIONAL EDUCATION & TRAINING IN:**

# MANUFACTURING & ENGINEERING

Manufacturing is a key part of Australia's economy. It involves producing, maintaining and managing the products we make, such as building materials, shoes, clothes, furniture, pharmaceuticals, paper, textiles, vehicles and vessels. Technology is changing the way the global manufacturing industry works at a rapid pace. These changes require an engaged, flexible and forward-thinking workforce who can take on new ideas and technology. Skills in maths, science, engineering and technology are highly valuable, and the skills you gain in this industry will be transferable to a range of other areas. It is an exciting time to become involved in this high-tech industry.

**WHICH LEADS TO THESE CAREER OPPORTUNITIES:**

1. Mechanical Engineering Draftsman
2. Embroiderer
3. Textiles Team Leader
4. Mechatronics Technician
5. Clothing Sample Machinist
6. Production Manager
7. Recreational Vehicle Manufacturer
8. Aeronautical Engineer



The manufacturing industry is evolving for a high-tech future.



Many trades in manufacturing are highly valued in the defence industry.



Structural Steel and Welding workers cut, shape, join and repair metal and steel structures.



## EXPLORE EDUCATION & TRAINING PATHWAYS



Below is a sample of just some of the career pathways you could take in manufacturing & engineering. There are so many courses on offer. Visit the My Skills website at [www.myskills.gov.au](http://www.myskills.gov.au) to find the career for you.

### MANUFACTURING (TRADES)

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Mechanical	Cert II in Engineering	Equipment Maintainer
	Cert III in Engineering - Mechanical Trade	Maintenance Mechanic
	Cert IV in Engineering	Advanced Mechanical Maintenance Technician
Printing	Cert II in Printing and Graphic Arts (General)	Bench Hand
	Cert III in Printing	Digital Print Manager
General Maintenance (Aircraft)	Cert II in Aircraft Line Maintenance	Aircraft Line Maintenance Worker
	Cert IV in Aeroskills (Mechanical)	Aircraft Maintenance Engineer
	Diploma of Aeroskills (Mechanical)	Mechanical Aircraft Maintenance Engineer
Clothing Production	Cert II in TCF Production Operations	Clothing Production Operator
	Cert III in Applied Fashion Design and Technology	Embroidery Machinist
	Cert IV in Textile Design, Development and Production	Textile Design Production Supervisor
Engineering (Automotive/ Technical)	Cert III in Automotive Body Repair Technology	Vehicle Body Repair Technician
	Cert III in Engineering - Technical	Draftsperson (Mechanical Detail)
	Advanced Diploma of Engineering	Engineering Associate - Aeronautical
Upholstery	Cert III in Upholstery	Upholsterer
Leather	Cert II in Leather Production	Leather Goods Production Operator
Locksmith	Cert III in Locksmithing	Locksmith (Electronic Systems or General)
Woodwork / Timber	Cert II in Timber Manufactured Products	Manufacturing Assistant (Timber Products)
	Cert III in Woodmachining	Wood Machinist

### MANUFACTURING (OPERATIONS)

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Production	Cert II in Automotive Manufacturing Production	Automotive Body Builder
	Cert IV in Clothing Production	Sample Machinist
	Diploma of Engineering - Technical	Mechatronics Technician
Plastics	Diploma of Polymer Technology	Polymer Technologist
Process Manufacturing	Cert III in Process Manufacturing	Manufacturing Process Operator
	Cert IV in Process Manufacturing	Manufacturing Production Supervisor

### MANUFACTURING (MANAGEMENT)

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Production	Cert III in Recreational Vehicle Manufacturing	Recreational Vehicle Manufacturer
Leadership & Management	Cert IV of Leadership and Management	Team Leader
	Diploma of Leadership and Management	Business Development Manager

**IF YOU LIKE:**

- English, Maths, Debating, History, Geography, Theatre or Art subjects
- Meeting interesting people
- Negotiating and problem solving
- Setting goals
- Hair and beauty
- Cars
- Fashion and shopping

**CONSIDER VOCATIONAL EDUCATION & TRAINING IN:**

# RETAIL, HAIR & BEAUTY SERVICES

As one of Australia's largest industries, retail makes a huge impact on the way we live. Our economy depends on our ability to attain and sell the goods and services that support our way of life. This industry is broad and encompasses hair and beauty salons, supermarkets, service stations, chemists, car retail, florists, department stores and all online retail too. This industry depends on people and their capacity to build strong relationships. If you're a people person, the retail and beauty sector provides many interesting and varied career pathways with the ability to evolve as you go, or even own your own business.

**WHICH LEADS TO THESE CAREER OPPORTUNITIES:**

1. Merchandise Photographic Stylist
2. Car Dealership Manager
3. Small Business Owner
4. Specialist Florist Designer
5. Salon Manager
6. Runway Make-up Artist
7. Retail Area Manager
8. Real Estate Agent



In 5 or 10 years I definitely want to see myself as my own salon owner. It's always been a goal of mine ever since I started my apprenticeship.

**JESSICA,**  
**MASTER STYLIST**  
VET GRADUATE



**Retail Managers complete a qualification in retail, or retail management courses may be done through a traineeship.**

**Motor Vehicle and Parts Salespersons sell cars, boats, caravans, accessories and parts in retail and wholesale establishments.**



**Employers look for Hairdressers who connect with their customers, work well in a team and are well presented.**

## EXPLORE EDUCATION & TRAINING PATHWAYS



Below is a sample of just some of the career pathways you could take in retail, hair & beauty services. There are so many courses on offer. Visit the My Skills website at [www.myskills.gov.au](http://www.myskills.gov.au) to find the career for you.

### RETAIL AUTOMOTIVE

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Automotive Sales & Administration	Cert III in Automotive Sales	Vehicle Salesperson
	Cert III in Automotive Administration	Office Administrator - Vehicle Service Centre
	Cert IV in Automotive Management	Service Manager
	Diploma of Automotive Management	Dealership Manager

### RETAIL FLORISTRY

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Floristry	Cert II in Floristry (Assistant)	Floristry Assistant
	Cert IV in Floristry	Senior Florist
	Diploma of Floristry Design	Specialist Designer (Floral)

### RETAIL GENERAL

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Retail Operations	Cert III in Retail Operations	Customer Service Assistant
	Cert III in Customer Engagement	Sales Consultant
	Cert III in Business to Business Sales	Business Sales Representative
	Diploma of Retail Leadership	Retail Area Manager
	Diploma of Visual Merchandising	Visual Merchandiser
Community Pharmacy	Cert II in Community Pharmacy	Pharmacy Sales Assistant
	Cert IV in Community Pharmacy	Pharmacy Manager
Nursery	Cert III in Retail Nursery	Retail Nursery Tradesperson
	Advanced Diploma of Horticulture	Horticulture Business Manager

### HAIRDRESSING

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Hairdressing	Cert III in Hairdressing	Hairdresser
	Cert III in Barbering	Barber
	Cert IV in Hairdressing	Senior Stylist
	Diploma of Salon Management	Salon Manager

### BEAUTY SERVICES

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Beauty Therapy	Cert II in Retail Cosmetics	Retail Cosmetic Assistant
	Cert III in Make-up	Make-up Artist
	Cert III in Nail Technology	Nail Technician
	Diploma of Beauty Therapy	Senior Beauty Therapist
	Diploma of Salon Management	Salon Manager
	Advanced Diploma of Intense Pulsed Light and Laser Hair Reduction	IPL and Laser Therapist

**IF YOU LIKE:**

- Maths, Chemistry, Biology, Physics, IT or Agriculture subjects
- Medicine
- Computers
- Helping animals and people
- Following a method or detailed instructions
- Working with your hands
- Working towards tangible outcomes

**CONSIDER VOCATIONAL  
EDUCATION & TRAINING IN:**

# SCIENCE & TECHNOLOGY

This broad and specialised industry offers a wide range of opportunities for a rewarding and interesting career. It involves a range of careers that focus on technical scientific and IT skills. The science and technology industry uses laboratory technicians, animal care, information technology and telecommunications technology to perform a range of critical roles that help society. These include taking care of our food, our network security and our pets. A career in science and technology offers the ability to specialise in a field. The balance of analytical and practical skills adds to a meaningful and interesting career.

**WHICH LEADS TO THESE CAREER OPPORTUNITIES:**

1. Veterinary Nurse
2. Horse Breeder
3. Pathology Laboratory Assistant
4. Audiologist
5. IT Project Manager
6. Business Analyst
7. Software Developer
8. Telecommunications Business Manager



**IT systems can make a great impact on other industries like health and agriculture by making them more efficient.**



**Medical technicians must be flexible to adapt to rapid advances in medicine.**



**Extensive experience or a certificate III in telecommunications technology is needed to work as a Telecommunications Trades Worker.**

## EXPLORE EDUCATION & TRAINING PATHWAYS



Below is a sample of just some of the career pathways you could take in science & technology. There are so many courses on offer. Visit the My Skills website at [www.myskills.gov.au](http://www.myskills.gov.au) to find the career for you.

### ANIMAL CARE

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Veterinary Nursing	Cert IV in Veterinary Nursing	Veterinary Nurse
	Diploma of Veterinary Nursing (Emergency and Critical Care)	Emergency Care Veterinary Nurse
Companion Animal Services	Cert II in Animal Studies	Pet Grooming Assistant
	Cert IV in Companion Animal Services	Trainer / Behaviourist
Equine Care	Cert III in Farriery	Farrier
	Cert III in Horse Breeding	Horse Breeding Assistant
	Cert IV in Equine Dentistry	Equine Dental Service Provider

### LABORATORY TECHNOLOGY

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Cross Industry System	Cert II in Sampling and Measurement	Air Sampler/Tester
	Cert III in Laboratory Skills	Laboratory Assistant
	Diploma of Laboratory Technology	Food Laboratory Technical Officer
	Advanced Diploma of Laboratory Operations	Water Treatment Laboratory Supervisor
Technical Support	Cert III in Sterilisation Services	Sterilisation Assistant
	Cert IV in Community Pharmacy Dispensary	Dispensary Technician
	Cert IV in Audiometry	Audiologist
	Diploma of Anaesthetic Technology	Anaesthetic Technician
	Diploma of Laboratory Technology	Pathology Technical Officer

### INFORMATION TECHNOLOGY

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Hardware, Software Maintenance & Support	Cert III in Information, Digital Media and Technology	IT Technician
	Diploma of Software Development	Software Developer
	Advanced Diploma of Information Technology Project Management	IT Project Manager
ICT Systems & Database Design and Administration	Cert IV in Web-Based Technologies	Website Administrator
	Diploma of Systems Analysis and Design	Systems Analyst
	Advanced Diploma of Information Technology	Software Manager

### TELECOMMUNICATIONS TECHNOLOGY

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
NBN	Cert II in Telecommunications Network Build and Operations	Telecommunications Line Worker
Telecommunication Networks	Diploma of Telecommunications Engineering	Optical Networks Technician
	Advanced Diploma of Telecommunications Network Engineering	Network Engineering Technical Officer
Telecommunications	Cert III in Telecommunications Technology	Digital Reception Technician
	Diploma of Telecommunications Engineering	Telecommunications Business Manager

**IF YOU LIKE:**

- Sport, Health, Biology, Psychology or Chemistry subjects
- Learning how the body works
- Playing and following sport
- Working outside office hours
- Being outdoors
- Developing strong relationships
- Working towards tangible results

**CONSIDER VOCATIONAL EDUCATION & TRAINING IN:**

# SPORTS & RECREATION

Sports and recreation are a fundamental part of Australia's identity. As a sporting nation, we take great pride in playing, spectating and following sports. Sports and recreation play a significant role in our wellbeing. Not only is it crucial for our physical health but it can also help our mental health by uniting teams and giving people a sense of belonging. Careers in this industry include highly skilled coaches, managers and facilitators to help us engage in a wide range of recreation and amusement activities. Often, people who work in the sport and recreation industry report having a high level of job satisfaction as these careers are social, results focussed and highly skilled.

**WHICH LEADS TO THESE CAREER OPPORTUNITIES:**

1. High Performance Coach
2. Personal Trainer
3. Outdoor Guide
4. Sports Event Manager
5. Jockey
6. Sports Program Coordinator
7. Track and Facilities Manager
8. Competition Coordinator



The sport and recreation industry supports our wellbeing by providing social inclusion.

Fitness Instructors complete a certificate III or IV in fitness.



Careers in sports and physical recreation activities are popular.



## EXPLORE EDUCATION & TRAINING PATHWAYS



Below is a sample of just some of the career pathways you could take in sports & recreation. There are so many courses on offer. Visit the My Skills website at [www.myskills.gov.au](http://www.myskills.gov.au) to find the career for you.

### SPORT AND RECREATION (INSTRUCTION)

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Sports Coaching, Official & Development	Cert III in Sport Coaching	Swimming Coach
	Cert IV in Sport Coaching and Development	Sports Development Officer
	Diploma of Sport	Head Coach
Fitness	Cert III in Fitness	Group Exercise Instructor
	Cert IV in Fitness	Personal Trainer
	Diploma of Fitness	Fitness Service Coordinator
Sport & Outdoor Recreation	Cert III in Sport and Outdoor Recreation	Swimming Instructor
	Cert IV in Outdoor Recreation	Bushwalking Activity Instructor
	Diploma of Outdoor Leadership	Outdoor Recreation Program Manager

### HORSE RACING

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Racing Industry	Cert II in Racing Industry	Race Administration Trainee
	Cert III in Racing (Stablehand)	Stable Foreman
	Diploma of Racing (Racehorse Trainer)	Thoroughbred Trainer

### SPORT AND RECREATION (FACILITATION)

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Community Recreation	Cert II in Sport and Recreation	Community Activities Assistant
	Cert III in Aquatics and Community Recreation	Pool Lifeguard
	Cert IV in Sport and Recreation	Swim School Coordinator
	Diploma of Sport and Recreation Management	Recreation Program Manager
Community Recreation	Cert III in Sports Turf Management	Greenkeeper
	Diploma of Sports Turf Management	Sports Turf Manager
Sports & Recreation	Cert II in Sport and Recreation	Customer Service Assistant
	Cert III in Sport and Recreation	Recreation Officer (Disability)
	Cert IV in Sport and Recreation	Duty Manager
	Diploma of Sport and Recreation Management	Sports Centre Manager

**IF YOU LIKE:**

- Hospitality, Geography, History or Business subjects
- Food and beverages
- Travel
- People and other cultures
- Working outside office hours
- Meeting interesting people
- Organising and running events

**CONSIDER VOCATIONAL  
EDUCATION & TRAINING IN:**

# TOURISM & HOSPITALITY

This fast paced and exciting industry is all about providing excellent experiences for others to enjoy. Tourism encourages and creates leisure activities for travellers in new places while hospitality includes all accommodation, food and beverage services. Together it is a large and very important industry for Australia's economy. It includes careers such as travel agents, tour guides, restaurant managers, hotel managers, chefs and event organisers. This industry is expected to grow significantly over the next few years with more people travelling and eating out. Careers in tourism and hospitality are diverse, creative and people centred so they offer a wide variety of interesting roles.

**WHICH LEADS TO THESE CAREER OPPORTUNITIES:**

1. Head Chef
2. Travel Agency Manager
3. Tour Operations Owner
4. Hotel Manager
5. Events Coordinator
6. Cafe Owner
7. Holiday Park Operator
8. Adventure Tourism Guide



Working in the industry, it is absolutely brilliant. It's everything that I ever wanted it to be. Knowing that you're actually putting your heart and soul into what goes on to someone's plate...it's absolutely wonderful. I couldn't ask for anything more.

**MATT,  
HEAD CHEF  
VET GRADUATE**



**Travel Consultants plan travel and accommodation arrangements for clients, and make travel bookings.**

**You can work as a Cafe Worker without formal qualifications but a course in hospitality might be helpful.**



**Employers look for Chefs who are reliable, hardworking and have strong people skills.**

## EXPLORE EDUCATION & TRAINING PATHWAYS



Below is a sample of just some of the career pathways you could take in tourism & hospitality. There are so many courses on offer. Visit the My Skills website at [www.myskills.gov.au](http://www.myskills.gov.au) to find the career for you.

### TOURISM

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Tour Guiding	Cert III in Guiding	Tour Guide
	Cert IV in Guiding	Tour Leader
	Cert III in Tourism	Visitor Information Officer
	Diploma of Travel and Tourism Management	Tour Operations Manager
Travel Bookings	Cert III in Travel	Reservation Sales Agent
	Cert IV in Travel and Tourism	Senior Retail Travel Consultant
	Advanced Diploma of Travel and Tourism Management	Senior Manager (Travel Agency)

### HOSPITALITY

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
General Hospitality	Cert II in Hospitality	Bar Attendant
	Cert III in Hospitality	Espresso Coffee Machine Operator (Barista)
	Diploma of Hospitality Management	Restaurant Manager
Cooking & Catering	Cert II in Kitchen Operations	Cafe Cook
	Cert III in Catering Operations	Cook
	Cert IV in Catering Operations	Caterer
	Cert IV in Patisserie	Chef Patisserie
	Cert IV in Commercial Cookery	Chef de Partie (Large Hotel)
	Diploma of Hospitality Management	Sous Chef
Accommodation	Advanced Diploma of Hospitality Management	Executive Chef
	Cert II in Hospitality	Housekeeping Attendant
	Cert IV in Hospitality	Concierge
Holiday Parks and Resorts	Diploma of Hospitality Management	Motel Manager
	Cert II in Holiday Parks and Resorts	Junior Handyperson
	Cert III in Holiday Parks and Resorts	Grounds Person (Holiday Park)
	Cert IV in Holiday Parks and Resorts	Assistant Manager (Resort)
Events	Diploma of Holiday Park and Resort Management	Operations Manager (Holiday Park)
	Cert II in Tourism	Receptionist (Events)
	Cert III in Events	Events Operations Assistant
	Diploma of Event Management	Conference Coordinator
	Advanced Diploma of Event Management	Event Manager

**IF YOU LIKE:**

- Geography, Science, Maths, Technology, Hospitality or Business subjects
- Aircraft, trains and motor vehicles
- Travel
- People and other cultures
- Working outside office hours
- Knowing how things work
- Change
- Working on your own

**CONSIDER VOCATIONAL  
EDUCATION & TRAINING IN:****TRANSPORT**

We depend on the transport industry to carry out our business every day. We rely on air, road and train travel to transport people and commodities across Australia and around the world. This industry includes planning and logistics, drivers, deliverers and the maintenance, of trucks, trains, boats and aeroplanes. Progress in technology means this industry is changing rapidly as robotics and automation shifts the way we work. This means careers in transport require flexibility and skills in engineering, maths and science. A career in transport is engaging and can provide great opportunities to travel.

**WHICH LEADS TO THESE CAREER OPPORTUNITIES:**

1. Flight Instructor
2. Supply and Distribution Manager
3. Train Driver
4. Marine Engineer
5. Heritage Locomotive Assistant
6. Commercial Pilot
7. Heavy Commercial Vehicle Technician
8. Logistics Manager



**Most industries, particularly construction & mining, and manufacturing depend on a strong transport industry.**

**Transport Services Managers have a formal qualification in logistics or management.**



**Employers look for Automotive Electricians who are hardworking, reliable, and able to well in a team.**

# EXPLORE EDUCATION & TRAINING PATHWAYS



Below is a sample of just some of the career pathways you could take in transport. There are so many courses on offer. Visit the My Skills website at [www.myskills.gov.au](http://www.myskills.gov.au) to find the career for you.

## MANAGEMENT AND LOGISTICS

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Warehouse & Freight Handling	Cert II in Warehousing Operations	Warehouse Packer
	Cert IV in Warehousing Operations	Warehouse Supervisor
	Diploma of Customs Broking	Customs Broker
Logistics	Cert IV in Logistics	Logistics Coordinator
	Diploma of Logistics	Logistics Manager
	Advanced Diploma of Deployment Logistics	Deployment Logistics Program Manager

## ROAD TRANSPORT

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Road Transport	Cert II in Driving Operations	Express Driver
	Cert IV in Transport and Logistics (Road Transport - Heavy Vehicle Driving Instruction)	Heavy Vehicle Driving Instructor

## RAIL TRANSPORT

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Rail Operations	Cert II in Tram or Light Rail Infrastructure	Light Rail Track Worker
	Cert IV in Train Driving	Freight Train Driver
	Diploma of Rail Operations Management	Passenger Service Manager

## WATER TRANSPORT

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
	Cert II in Maritime Operations (Linesperson)	Linesperson
	Cert III in Maritime Operations (Marine Engine Driver Grade 1 Near Coastal)	Marine Engine Driver Grade 1
	Advanced Diploma of Maritime Operations (Marine Engineering Class 1)	Marine Engineer Class 1

## AIR AND SPACE TRANSPORT

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Flight Operations	Cert II in Aviation (Flight Operations – Cargo Services)	Cargo Services Officer
	Cert III in Aviation (Cabin Crew)	Flight Attendant
	Cert IV in Aviation (Air Crew Officer)	Air Crew Officer
	Advanced Diploma of Aviation (Pilot in Command)	Pilot in Command

## WAREHOUSING, SUPPORT AND OPERATIONS

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Operations	Cert III in Forklift Technology	Forklift Repair Technician
	Cert IV in International Freight Forwarding (Senior Operator)	Freight Forwarder

## AUTOMOTIVE REPAIR AND MAINTENANCE

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Automotive Mechanical	Cert III in Automotive Manufacturing Technical Operations	Automotive Manufacturing Technician
	Cert III in Automotive Manufacturing Technical Operations	Heavy Commercial Vehicle Technician

**IF YOU LIKE:**

- Chemistry, Geology, Maths, Technology, Engineering or Business subjects
- Working outside the office
- Knowing how things work
- Working towards tangible outcomes
- Problem solving
- Organisation and logistics
- New technology and sustainability

**CONSIDER VOCATIONAL  
EDUCATION & TRAINING IN:****UTILITIES**

This industry is responsible for providing Australia with electricity, gas, water and waste removal services. Without the highly skilled professionals maintaining our power stations, electricity grids and water, we would live a very different life. People who work in the utilities industry manage endless kilometres of pipes, poles and wires to provide the right distribution of power, pressure and water for 25 million Australians every day. Careers in this industry include renewable specialists, electricians, gas operators, earth science technicians and managers. Changes in technology mean the industry is evolving and requires more people with skills in science, maths and engineering. A career in utilities could allow you to make a strong impact on the future of our health and environment.

**WHICH LEADS TO THESE CAREER OPPORTUNITIES:**

1. Renewable Energy Specialist
2. Hydrographer
3. Electrical Engineer
4. Process Plant Manager
5. Remote Community Utilities Operator
6. Process Plant Project Coordinator
7. Landfill Rehabilitation Officer
8. Tanker Logistics Manager



I really liked my practical subjects. So, when I was about sixteen and a half, I think that's when Dad suggested maybe you should do an apprenticeship. And I thought, why not? And that's pretty much when my whole life changed.

**JESSICA,**  
**ELECTRICIAN TEAM LEADER**  
VET GRADUATE



Australia is becoming more energy efficient all the time thanks to new technology.

Skills gained in the utilities industry are transferable across several industries including construction & mining and defence.



Employers look for Electrical Distribution Trades Workers who provide good customer service, and have a strong work ethic.



## EXPLORE EDUCATION & TRAINING PATHWAYS



Below is a sample of just some of the career pathways you could take in utilities. There are so many courses on offer. Visit the My Skills website at [www.myskills.gov.au](http://www.myskills.gov.au) to find the career for you.

### ELECTRICITY

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Distribution	Cert III in ESI - Power Systems - Distribution Overhead	Overhead Distribution Linesperson
	Diploma of ESI - Power Systems	Senior Systems Operator
	Advanced Diploma of ESI - Power Systems	Power Systems Senior Technical Officer
Transmission, Instrumentation & Support	Cert II in ESI - Powerline Vegetation Control	Powerline Vegetation Control Worker
	Cert III in ESI - Remote Community Utilities Worker	Remote Communities Utilities Worker
	Cert IV in ESI - Power Systems Substations	Substations Maintenance Electrician
	Advanced Diploma of Industrial Electronics and Control Engineering	Senior Technical Officer
Renewable, Photovoltaic & Sustainable Energy	Cert II in Electrotechnology (Career Start)	Electrotechnology Career Start Trainee
	Cert III in Renewable Energy - ELV	Renewable Energy Tradesperson
	Cert IV in Energy Management and Control	Electrician (Special Class) Renewable
	Advanced Diploma of Engineering Technology - Renewable Energy	Energy Technologist
Power Systems & Operations	Cert II in ESI Generation - Operations Support	Power Plant Operator,
	Cert III in ESI Generation - Systems Operations	Electricity Generation / Turbine Senior Operator
	Diploma of ESI Generation (Operations)	Senior Power Plant Operator

### GAS

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Chemical	Cert III in Process Plant Operations	Chemical Process Operator
	Diploma of Process Plant Technology	Chemical, Hydrocarbons, Refining Operations Coordinator
Hydrocarbons	Cert III in Process Plant Operations	Process Plant Operator
	Advanced Diploma of Process Plant Technology	Chemical, Hydrocarbons, Refining Operations Manager
Gas Industry	Cert III in Gas Supply Industry Operations	Gas Industry Distribution Operator
	Cert IV in Gas Supply Industry Operations	Gas Industry Distribution and Transmission Supervisor
	Diploma of Deployment Logistics	Logistics Manager

### WATER SUPPLY, SEWERAGE AND DRAINAGE

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Water Operations	Cert II in Water Industry Operations	Assistant Water Network Operator
	Cert III in Water Industry Operations	Wastewater Collection System Operator
	Cert IV in Water Industry Treatment	Water Treatment Plant Supervisor
	Diploma of Water Industry Operations	Wastewater Treatment Manager

### WASTE MANAGEMENT, COLLECTION, TREATMENT AND DISPOSAL

CATEGORY	QUALIFICATIONS	CAREER POSSIBILITIES
Waste Management	Cert II in Waste Management	Stores and Dispatch Worker
	Cert III in Waste Management	Recycling Officer
	Cert IV in Waste Management	Landfill Rehabilitation Supervisor

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# YOUR CAREER YOUR CHOICE

**DO IT YOUR WAY WITH  
VOCATIONAL EDUCATION  
& TRAINING**

For more information visit [www.myskills.gov.au](http://www.myskills.gov.au)

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**YOU COULD BE A...**

**MANAGER  
HEAD CHEF  
ADVOCATE  
PHOTOGRAPHER  
NURSE  
BUILDER  
GARDENER  
CAREGIVER  
ELECTRICIAN  
STYLIST  
SOCIAL WORKER  
RETAIL ASSISTANT  
CARPENTER  
MARKETER  
HAIRDRESSER  
DESIGNER  
MECHANIC  
THERAPIST  
TEACHER  
ENGINEER**

# HELPFUL HINTS FOR STARTING YOUR CAREER

## 1 SEE THE FUTURE

Deciding what it is you want to do in your career can be a big decision. One you have probably thought about many times. If you are still working it out remember every career path starts somewhere. Many people make a number of career changes throughout their lives. A great starting place is asking yourself what are you good at? What do you love to do? List those things out and then move to step 2.

## 2 DO YOUR RESEARCH

Exploring My Skills is a great place to start researching. Arm yourself with information and knowledge. Find the job you want to aspire to, one that you believe you will be great at and more importantly love to do. Work backwards from there. Find out what type of education or experience is required, and you'll start to map out a pathway towards that career. You may do this multiple times until you find the right fit for you. The end 'job' is only a part of the picture, having an understanding of the whole journey is incredibly important. You may think you want a particular career, however, with research you may discover the way to get there is different than you imagined.

## 3 GIVE IT A GO

Try before you buy. It's important to know exactly what you are working towards. Once you have decided on a career think about gaining some work experience, finding a mentor, seeing if a schools-based apprenticeship is possible, or simply meeting someone who is currently in your dream job. These are all great ways to test a career out, and best of all, you can add these experiences to your resume.

## 4 THINK ABOUT THE \$\$ AND CENTS

We know, this is where it gets heavy. But it's important to think about and shouldn't be avoided. How much is it going to cost to study? How much can you earn whilst studying and how? What is the average salary for your dream job? What are the entry-level wages you can expect? These are all questions you should try and find an answer to (see step 2!).

## 5 BE PROACTIVE

When the time comes, be really proactive when you're looking for jobs and opportunities. Don't sit back and wait for things to come to you. Get your resume ready and your references organised. Pick up the phone, send emails, reach out to people you know and let them know who you are, your strengths and what you are looking for. This is relevant whether you're looking for part-time, full-time or casual work, looking to complete an Australian Apprenticeship, while you are studying and after your graduate. Remember, each person you are talking to or reaching out to has been in your position before.

## 6 PRESENTATION

Yes, we have all heard people say "put your best foot forward", "presentation is key", but you keep hearing these for a reason. Take pride in who you are and what you have to offer. Carry yourself with confidence and know that attention to detail is REALLY important. Perfect that resume and cover letter, and if you get a face to face meeting, come dressed for the part. People will notice.

## 7 BE DETERMINED

Luck is opportunity and hard work. Most of the world's most successful people have worked incredibly hard to create opportunities for themselves. However, they have also had a lot of knock backs along the way. Knowing that the path is not always easy and that there are tough days for everyone, means that when things don't go perfectly – you'll keep showing up and stay focused on what you want out of life.

## 8 BE HUMBLE

Being ambitious is great but you will not be running the show on the first day of any job. Remember to learn from those around you. Be prepared to do the entry-level jobs, get the experience and one day in the not too distant future you may find yourself training the next person coming into your industry. Know that wherever you find yourself, you will, and should, always be learning.

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

[www.myskills.gov.au/the-australian-vet-alumni-program](http://www.myskills.gov.au/the-australian-vet-alumni-program)

FIND OUT MORE

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