



AUU EMPLOYMENT SERVICE FREE TRAINING*

SEPTEMBER TRAINING SCHEDULE

Topic	Date & Time	Location
Guide to Casual Employment	8 th September @ 10am	Level 4, Union House
Volunteering & Work Experiences	8 th September @ 12noon	Level 4, Union House
Guide to Casual Employment	9 th September @ 1pm	Level 4, Union House
Volunteering & Work Experiences	9 th September @ 3pm	Level 4, Union House
Guide to Casual Employment	15 th September @ 1pm	Level 4, Union House
Volunteering & Work Experiences	15 th September @ 3pm	Level 4, Union House
Guide to Casual Employment	16 th September @ 10am	Level 4, Union House
Volunteering & Work Experiences	16 th September @ 12noon	Level 4, Union House

Employment Guide for the Casual Worker –

Applying for casual and part-time work requires a different approach to applications for full-time and graduate roles. In this session you will be shown how to best present your cover letter and resume application. We'll discuss where to search for work and run through information that you need to know in regards to work rights and tax obligation.

Understanding your work rights is important but it can be difficult to find the information you need. This session will be covering topics such as minimum wage, minimum shift hours, who to speak to if you have complaints and general information on working conditions you can expect as an employee in Australia. We'll also run through information on preparing your tax.

The session is aimed at being a bit of an introduction to employment and also as an opportunity to meet the Employment Consultant of the Adelaide University Union who can answer more detailed queries. Session will be around 1hr to 1.5 hrs.

Introduction to Volunteering –

Session will be aimed at discussing with students some key benefits of volunteering, how to get started in volunteering and presentation of some great positions - perfect for students.

TO BOOK

Please visit the AUU Reception, Level 4 Union House to register your interest.

*A refundable deposit of \$5 will be required for registration. There are limited places per session.

Please note you must book by 4pm, 7th of September for the 8th & 9th Sessions and 4pm, 14th September for the 15th & 16th sessions.

Bookings are essential.