

What can the ASRC Employment Program do to support you?

- If you require assistance with applying for jobs please message us. You can also call us or email us for support as well. Call ASRC Reception on (03) **9326 6066** and ask to speak to the Employment Program.
- We are able to review and update resumes, provide support for job applications, including templates for key available roles/industries, and support with interview preparation
- Please remember that the job market is currently very competitive so it is very, very important to carefully read the instructions for each job application and make sure you are a good fit for the role. Please note that most jobs now being advertised are in the areas of **commercial and environmental cleaning; aged care/personal care and disability support; delivery drivers; food delivery; truck jockeys and night-fillers; pick-packers, warehouse and logistics; hospital laundry; security and meat processing.**
- We will continue to work with our employer partners to discuss any new job opportunities and will share them with you on our online job board Slack if any arise. You will need to keep up your **own job search** in the meantime – e.g. checking with your friends, family or networks about job opportunities they know about; calling employers in your industry directly; as well as actively searching and applying on-line.
- You can also register with a **Jobs Victoria Service** by phone or connect with them again if you are already registered with them. We have a list we can share with you, or check on-line at <https://jobs.vic.gov.au/looking-for-work/jobs-victoria-partners>
- The Victorian Government has also created a special jobs site called **Working for Victoria** for workers who have recently lost their jobs due to COVID-19, or casuals

who no longer have shifts. You will need to register online at:

<https://www.vic.gov.au/workingforvictoria>

- The Employment Program can provide you (via email or Slack) with a current work rights check (VEVO) check and a letter confirming your work rights. This letter will inform an employer that the ASRC Employment Program is happy to discuss any concerns about your work rights, to support your job applications. If your current or recent employer is instructing you to access Government support, we can assist you in your communication with that employer to explain your eligibility for support.

We will also be sharing tools and resources to help you in your job search as much as possible, even if COVID-19 stops us meeting up face-to-face. We can provide assistance over the phone, email or Slack. Please be patient with us as we are hearing from a lot of members who have lost work at this time.

Stay safe and take care!

Sam, Mona, Mel, Moin, Sonia and Camille

(The ASRC Employment Program)