

Careers Newsletter

What is a Construction Manager?



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Construction Managers plan, direct and oversee all aspects of the building process – from planning and design to development, construction and the day-to-day operation of the job site. They coordinate architects, engineers, and contractors to ensure projects are completed safely, on time, and within budget.

What skills and strengths are needed?

Strong leadership and communication skills to effectively manage teams and stakeholders. A solid understanding of construction methods and materials, along with problem-solving abilities to address challenges that arise. Attention to detail and organisation skills are crucial for keeping projects on track.

What are the pathways?

It's possible to work your way up through experience and on-the-job training, however courses such as a Diploma or Bachelor of Construction Management are recommended.

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"You are never too small to make a difference."

— Greta Thunberg,
Environmental Activist.

Get Set to Stand Out

Your Human Skills matter because they help you to navigate different roles and industries. With a predicted 18 jobs across 6 careers in your life, that certainly makes your Human Skills worth mastering!

Whether you're organising an event, resolving a friendship issue, or troubleshooting with tech, your Human Skills are already in action.

So, how can these skills help you at work?

The **Career Tools Skillin' It Academy** shows you how to get the skills you already have, to help you make the most of exciting opportunities for your future. Developed in partnership with CommBank, Module One takes you on a journey to learn:

1. **What human skills are and which ones are important for your future career.**
2. **How to uncover the skills you already have.**
3. **Why investing in your skills now will pay off in the future.**

No matter what you want to do, or where you want to go with your career, your Human Skills help you get ahead and our WorkWise Academy shows you how.

With a predicted 18 jobs across 6 careers throughout your life, mastering your Human Skills will help you stand out!



Get set to stand out - start the Skillin' It Academy now!



Unsafe conditions

Unsafe work conditions are practices or hazards that can put you or someone else in danger, mentally or physically. A key unsafe condition is starting a job without enough training or without a job induction. Other examples of unsafe work conditions:

- Not being shown how to do a task safely.
- Not being properly supervised.
- Not being given the personal protective equipment (PPE) you need to work safely.
- Physical hazards like slippery floors, falling objects, unguarded machinery, heavy lifting or work with repetitive actions.
- Hazards to your mental health, like work-related fatigue or exposure to bullying, sexual harassment, customer abuse, traumatic material, aggression or violence.

Speaking up about safety at work helps protect you and your workmates.

Speak up and report it

If you find yourself working in unsafe conditions, it's important that you speak up and report it. Your employer needs to show you how to report unsafe work conditions and work-related injuries or illnesses as part of your induction and training. If you're ever unsure, ask them how. Report unsafe work conditions and work-related injuries and illnesses to your manager, supervisor, employer or Health and Safety Representative (HSR).

Use the questions below as conversation starters about health and safety at your workplace.

What PPE or safety equipment do we use?

Where can I report unsafe work conditions?

Is that safe?

Are you able to supervise me while I do this?

Where are the emergency policies kept?

Start a career where you'll help keep Australia secure, do meaningful work and be supported to learn, develop and challenge yourself.

What is the Australian Signals Directorate?

The Australian Signals Directorate (ASD) is an Australian Government intelligence agency responsible for collecting foreign signals intelligence and cyber security.

ASD defends Australia from global threats and advances our national interests.

Is a career at ASD right for you?

We're looking for people who are:

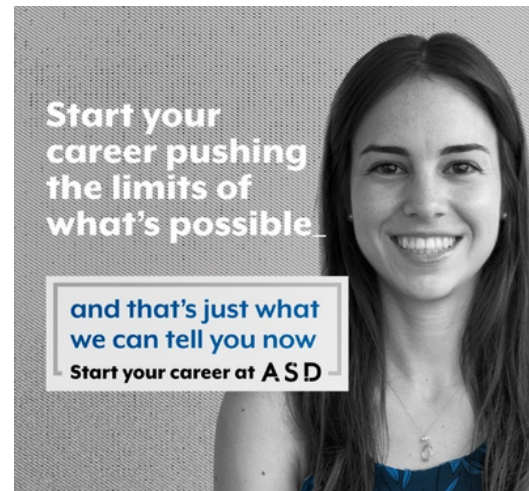
- Curious,
- Imaginative, and
- Not deterred by difficult challenges.

ASD's entry-level programs give school leavers, tertiary students and graduates the opportunity to start your career in an innovative workplace where different ways of thinking are celebrated.

No previous work experience is required. You must be an Australian citizen to be eligible for ASD's entry-level programs.

Want to know what it's like to work at ASD?

If you are interested in finding out the type of things you might be doing, test your problem-solving skills with unique challenges and puzzles designed by ASD staff.



Applications are now open for 2026 opportunities.

ASD Apprenticeship Program

If you're in your final year of secondary school, you can apply now for ASD's 2026 Apprenticeship Program. It offers a unique blend of practical experience, training and support as you start your career.

We're looking for Apprentices who are interested in careers in areas including:

- Cyber security
- Data
- Engineering and technical roles
- Information and communications technology (ICT)
- Languages
- Project and program management.

As part of the program, you will:

- Do paid work 3 to 4 days per week on tasks that support Australia's national security.
- Be mentored by leading experts while you complete a Certificate IV over 18 months.
- Put your new skills to use as you learn in an innovative and dynamic working environment.
- ASD will pay for your studies and grant you paid study time to complete your qualification.

Applications for ASD's entry-level program are now open and close 6 April 2025. For more information and how to apply, visit [ASD Careers](#).





While you're not quite old enough to get your licence or vote yet, turning 16 is exciting because you're old enough to get started on LinkedIn!

Whether you're looking for a new job, want to create some networks, or just feel like you're living under a rock without it, LinkedIn has fast become the go-to social networking platform used for professional and career development purposes.

But if you're scratching your head, unsure of how to navigate or utilise LinkedIn, don't worry. Here are five quick and easy tips.

1. Make your profile

Start with your headshot. Make it professional by using a school photo or ask a friend to take a photo of you in front of a white wall. Job done. You'll also need a summary of your skills, experience, and career aspirations. List your jobs or work experience, and your education (but leave your primary school out).

2. Start networking

Whether it's your high school friends, work acquaintances and colleagues, or even your family, create a network by adding people you know. You can take a step further by -

adding people you don't know, but who are in a field, job, or workplace you're interested in. That's what LinkedIn is for!

3. Engage

Share articles, videos, and other content related to your industry or interests. Comment on and like other people's posts to start conversations and build relationships. Engage with others, and keep your profile up-to-date.

4. Use LinkedIn for job searching

LinkedIn is an amazing tool if you're in the market for a job! You can search by title, skill or company as well as save jobs you're interested in, get job alerts, and apply for them through LinkedIn.

And don't forget the power of Step #2. Network! Even if your dream company isn't hiring, research them and add their employees to your circle.



5. Join groups

Joining LinkedIn groups related to your industry or interests are such a great way to get amongst it! You can participate in discussions, find new connections and begin to establish yourself in your desired field.





THE UNIVERSITY OF
MELBOURNE

***The 2025 Mathematics
and Statistics Research
Competition has
officially launched!***



How does it work?

- It's free.
- It's open to students from across Australia.
- It's not an exam - you write a report or make a poster.
- There is a range of open-ended research topics to choose from.
- You have until 31 July to undertake research and submit a project.
- The highest-quality projects are eligible for cash prizes!
- You may be invited to The University of Melbourne Parkville campus to deliver a presentation on your research!

You can find out more on the [FAQ page](#) and in the [submission guidelines](#).

How do I enter?

The steps are:

1. Form a team of up to 3.
2. Select a topic from the competition booklet. [Click here](#) to be sent a copy.
3. Conduct research and create a report or visual display.
4. Submit your research by the deadline.

Prizes!

Students with the top project receive \$500 each and finalists receive \$200 each. There are also cash prizes for best visual displays! Check out the 2023 Finalist Projects for some inspiration.



→ [Download 2024 Finalist Projects](#)



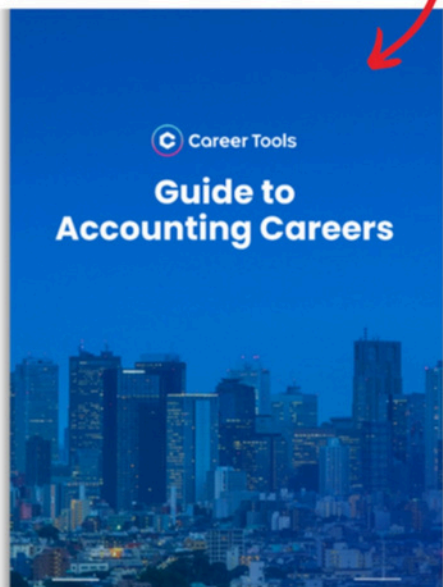
Looking for a different way into your dream industry? Accounting opens the doors to following your passions.

If you're passionate about coming up with big-picture solutions and making a real impact on people's lives, a career in accounting could be exactly what you're looking for.

You could be at the heart of every business. As an accountant, you're the problem solver behind every company, brand, and industry you love, using your expertise to help clients achieve their goals.

If becoming a business and strategic expert sounds interesting to you, **Chartered Accountants ANZ** has put together a guide to help you plot your journey.

Download your copy of our new guide to kickstart your dream career!



In this guide, you'll discover:

- How your unique strengths and skills could make you a perfect fit for accounting.
- How accounting is super in-demand, with plenty of career opportunities for the future.
- The different types of accountants and how they bring different skills, interests and passions to the table.
- How accountants are using cutting-edge technology like automation and AI to streamline routine tasks and deliver better outcomes for everyone.
- What life is like as an accountant, including work-life balance, average income, transferable skills and exciting opportunities
- How accountants look beyond the dollars and cents to improve areas such as sustainability and social impacts.
- Some study areas and subjects you could take on to help start your journey towards becoming an accountant.



How to Choose the Right Career Path (Even If You Have No Idea Yet!)

If you're feeling unsure about what you want to do after school, you're not alone. Choosing a career can feel like a massive decision, but the good news is that you don't have to have it all figured out just yet. The key is to explore, stay open to opportunities, and take small steps toward discovering what excites you.

1. Start with What You Enjoy

Think about the subjects or activities you naturally enjoy. Do you love working with people? Solving problems? Being creative? Your interests can give you clues about careers that might suit you.

Tip: Try out a career quiz or explore the Career Tools platform to discover careers that match your interests.

2. Test the Waters

You don't have to commit to a career straight away—test things out! Look for work experience, casual jobs, volunteering, or online courses to see what sparks your interest.

Example: If you think you might enjoy marketing, try running a social media page for a local business or club to see if you enjoy it.



3. Talk to People in the Industry

One of the best ways to learn about a career is to hear from people already in the field. Career expos, networking events, or even a simple chat with a teacher, parent, or career advisor can give you insights into different job options.

Try This: Reach out to professionals on LinkedIn or ask your career advisor about mentorship opportunities.

4. Keep an Open Mind

Many careers today didn't exist 10 years ago—think about jobs in AI, social media, and sustainability! The workforce is always changing, so stay flexible and focus on building skills like communication, adaptability, and problem-solving.

Fun Fact: The average person changes careers 5-7 times in their lifetime, so your first job won't be your last!

5. Don't Stress—Your Career Journey is a Process

It's okay if you don't have all the answers right now. The most important thing is to take small steps, stay curious, and learn as you go. Every experience—whether it's a part-time job, volunteering, or a short course—helps you figure out what you like (and don't like).

Next Steps: Log in to Career Tools to explore different careers, try industry tasters, or start building your career plan.

