



Looking for help to get started with your career?

How do I use my qualification to get a job?

Introduce yourself to our Job Matching Officers (JMO)

As part of your course, TAFE Queensland Gold Coast offers you the opportunity to meet with one of our Job Matching Officers.

Our Job Matching Officers are experts in providing guidance and support for a positive outlook to job hunting. They can assist you to update your resume, check your personal presentation, refine your interview skills and help you with job application preparation.

Our Job Matching Officers will need your current and detailed resume to review and to align your education and work experience with employers seeking job ready individuals. If you don't have a resume, they will help you to prepare a resume suitable for the industry in which you wish to work.

Don't wait until the end of your course to contact a Job Matching Officer...we can start helping you now!

- Need interview tips?
- Looking for work placement or an apprenticeship?

There is no fee for this service – it is available to all TAFE Queensland Gold Coast students.

To arrange a meeting with a Job Matching Officer please visit Customer Service or email jobmatch.goldcoast@tafe.qld.edu.au

tafegoldcoast.edu.au | 5581 8300

**MAKE
GREAT
HAPPEN**

