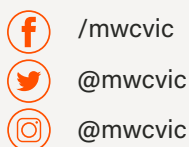


Looking for a Job

If you think you're being underpaid contact the Migrant Workers Centre.

54 Victoria St,
Melbourne, VIC 3053
mwc@vthc.org.au
03 9659 3516



migrantworkers.org.au

Tax File Number

Apply for a Tax File Number (TFN) through the Australian Tax Office website. When you start working, it is important that you declare your TFN to your employer. It takes about 2 weeks for your TFN to arrive through the mail.

Visa Work Conditions

Familiarise yourself with the work conditions on your visa, as well as all the rights you have as a worker. A good way to do this is to read the letter that is attached with your Visa Grant Notice.

Be Observant

Be observant of work conditions in the places you are looking for work. Ask your potential employer about the pay and benefits you will receive. If something doesn't seem right, don't take the job.

Resume

Create a résumé which concisely explains your past work and extra-curricular experiences. Proofread your résumé before submitting it to your potential employer. Share your résumé with employers, both online and offline. Walk into a shop and leave your résumé with your prospective employer. Check for vacancies online through job-seeking sites as well.

Know Your Award

Know what awards or registered agreements apply to your occupation. Some awards have different wages, protections, benefits (paid annual leave, overtime rates) and conditions (purchases of work uniforms, wage deductions).