



Career road test

When buying a car, most people will shop around, look at different models and do a few test drives before making a decision. You can take the same approach when it comes to making decisions about your career.

This workbook will help you investigate your chosen industry or occupation and think about how your research impacts on your career plans.

The job I am investigating is:



Question 1: How many opportunities for work are there in this job? Right now? In the next five years? In my current location? In other locations?

Research tips

Look up your job in the Australian Jobs Occupation Matrix

(visit: <https://docs.jobs.gov.au/documents/australian-jobs-occupation-matrix>).

For the job you are investigating:

- Look at employment and employment change
- Look at future job openings
- Look at unemployment
- Compare your job with others

Look up your job using the alphabetical occupation search on Job Outlook

(visit: www.joboutlook.gov.au).

On the 'Prospects' tab:

- Read about employment and employment change
- Read about future job openings
- Read about unemployment

On the 'Statistics' tab:

- Look at employment by state and territory

Notes:



Question 2: Do you like the tasks, interactions with people and work environments for this job?

Research tips

Look up your job using the alphabetical occupation search on Job Outlook

(visit: www.joboutlook.gov.au)

On the 'Overview' tab:

- Read about the tasks for this job. Do these task appeal to you?

On the 'Statistics' tab:

- Look at employment by main employing industry. Do you find these industries appealing?

Find other online sources of information

Find out more about your chosen job by looking at the websites for industry and professional associations or large employers. Or find an online career forum of industry experts.

- Enter 'career videos' into your search engine.
- Look at The Good Universities Guide (visit: gooduniversitiesguide.com.au) to discover more about VET and university training pathways. Try searching in the career tab for the job that you're interested in.
- Watch 'Day in the life' videos – try putting in your search engine 'day in the life of a ...' and then the job name you are interested in.

Notes:



Question 3: Do you need a formal qualification or licence to be employed in your chosen job?

Research tips

Look up your job using the alphabetical search on Job Outlook

(visit: joboutlook.gov.au).

You can find out how many of the people already working in this job have a formal qualification. This is a good way to see whether you would be expected to have a formal qualification.

- Find your job of choice, then click on the 'Prospects' tab. Scroll to the bottom to view the 'Educational Attainment' section to see the qualifications workers in this job have.

Research the required licenses and registrations

Commonwealth and state/territory governments set licensing and registration standards for some jobs and industries. This aims to ensure safety standards for tradespeople, customers and workers. Special licensing and registration requirements apply to all people working on construction sites, workers serving alcohol or working in gambling venues and drivers of heavy machinery.

- Search online to find the local licensing and registration requirements for your job of choice. Type in the name of your chosen job, your state and 'licensing requirements' into your search engine.

Research the professional accreditation requirements

Some employers require their staff to have some kind of professional accreditation. Professional accreditation is mandatory for some professional occupations - for example, nurses, teachers, engineers and doctors. For other jobs, although its not mandated, some employers require it. For example, some IT professionals require accreditation, but others do not.

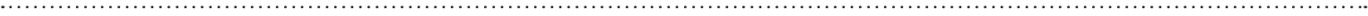
- Talk to employers, professional bodies and look at job ads to see if any professional accreditations apply to your job.

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Question 5: Do you have the right aptitude and abilities for this job?

Research tips:



Do some occupation specific aptitude tests

If you are interested in a job that requires particular existing abilities (be they physical, academic or social) and attributes, then it may be useful to do a specialised aptitude test.

- Find aptitude tests for different jobs at the Australian Apprenticeships and Traineeships Information Service (visit: aapathways.com.au/practice-aptitude-quizzes)

If you can't find your job, talk to your school career adviser or jobactive provider. Alternatively you can search online for aptitude and aptitude requirements for the job.

If you don't meet the essential aptitude requirements of your chosen job, don't worry. You may be able to build these skills and aptitudes by applying yourself to your personal development or studies. Alternatively, you might like to explore a related field that's a better fit for your abilities.

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Question 6: Do you know where to find the entry-level opportunities for this job?

Research tips

Find out about entry-level jobs in your industry

For some careers you may need to start in a lower-skilled or entry-level job and develop the skills and abilities required for higher-skilled jobs over time.

Entry-level jobs are those that require the least level of experience or skill, and as a result can be filled by new workers. Entry-level jobs are not unskilled positions, but are the starting point in a career, where skills are developed over time. For example graduate positions, apprenticeships and traineeships. As your skills and on-the-job experience develop, you can move into higher skilled and higher paid positions.

Employers are the best source of information about recruitment practices. You can find useful information on entry-level jobs by:

- looking at vacancies and employer websites
- going to jobs or career expos
- contacting employers, professional associations or industry bodies

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Question 7: What do you need to do to get an entry-level job in this job?

- I need to move
- I need to do further study
- I need to get work experience
- I need more information before I commit to my chosen job
- I don't know

Summarising your reality check

Look back over your answers to the previous questions and the notes you made. Think about what they mean for your career plans.

I am still interested in this job because

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I am unsure about this job because

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I want to find out more about this job because

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Disclaimer: The content of this workbook is intended as general information only and does not replace professional advice. It is derived from a variety of sources and has been prepared without taking into account your individual objectives, situation or needs. You should consider your personal circumstances, and if appropriate, seek independent legal, financial or other professional advice before acting. The Department has endeavoured to ensure the currency and completeness of the information in this workbook at the time of publication; however, this information may change over time. Provision of links to external websites are provided for convenience only and should not be construed as an endorsement or approval of the third party service or website by the Department. The Department expressly disclaims any liability caused, whether directly or indirectly, to any person in respect of any action taken on the basis of the content of this workbook.