

Where to find graduate entry level jobs in Australia

It is challenging and quite often overwhelming when searching for your first graduate entry level job. Most students are excited to finish their degree, but it can be hard to plan and prepare for the job search that comes after, and sometimes begins even before you graduate. This article seeks to reduce those fears and feelings of fear or hopelessness. There are always job opportunities, you just have to know where to look and how to put your best application forward. Here are some crucial tips on finding that graduate entry level job you are looking for.

1. Job search websites

There are many websites that simplify the process of applying to jobs. The three most notable examples are GradConnection, GradAustralia, and SEEK. These sites are very popular with both employers offering opportunities and students looking for those opportunities. Creating an account on these websites is a great idea, as that allows you to track new opportunities from companies you like or stay updated when jobs with relevant keywords are posted. We advise that you frequently check these websites for any opportunities you want to apply for, as some opportunities can be deleted within a matter of days if the employer has already found a suitable applicant.

2. Create a LinkedIn profile if you haven't already

LinkedIn is an incredibly useful networking site that allows you to connect with professionals, showcase your own professional career, and express your interest in finding a job. It is very important to fill

out all sections in your profile, as this will mean employers have a better understanding of you if they view your profile. If you only have your name and a photo, then potential employers most likely won't contact you regarding any opportunities because they won't know anything about you. In contrast, if you have a very detailed, professional looking profile that expresses your interest in working, then it is more likely employers will consider you as a potential employee. Other ways you can make the most of LinkedIn is to 'Follow' companies you are interested in, share articles that interest you, search for job opportunities, and contact potential employers about job opportunities.

3. Prepare an excellent resume and cover letter for each application

Ensure you have written a professional-looking, grammatically correct resume that is no more than two pages in length. While a resume should highlight your key experiences, achievements, and qualifications, it should not be an autobiography about your whole life. If you keep the resume to 1-1.5 pages in length, it is more likely the employer will remember key information that you choose to include.

A cover letter should include talking about why you are interested in that particular company, why you feel you would be a good fit for the job and telling the company how they can contact you. You should ensure that each cover letter is at least slightly different for each application. You must also proofread both your resume and cover letter. It will not look good if you accidentally put a company's competitor's name in your application by mistake.

4. Practice your interview skills

It is normal for writing resumes and cover letters to take up a lot of your time, but that does not mean you should ignore preparing for and practicing your interview skills. Even if you have an amazing application that convinces an employer to offer you an interview, you still must perform well enough in the interview to be offered the actual job. Unlike preparing a resume and cover letter, performing well in an interview is more about using appropriate body language, eye contact, confidence in your speaking voice, and answering questions directly and coherently. There are many resources on Google, Youtube, and most likely your university website too, about how to practice and prepare for job interviews. Depending on what position and career field you are applying for, be sure to search for possible interview questions that are directly related to that field, such as 'marketing job interview questions' or 'nursing job interview questions'.

5. Ask for help from your university

One key responsibility of universities is to support their students in finding jobs or work experience after graduating. This is why universities have careers departments that offer help to find these opportunities. You should easily find the contact information for your university's careers help by looking through your university profile or just searching on Google. Your university likely has connections or partnerships with other companies which could make it easier for you to gain some kind of work experience which could lead to a formal job. Even if your university does not offer any current or relevant opportunities, they will at least give you advice about where else to look.