

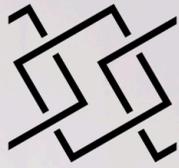
ARIS ZINC GROUP
ELEVATING SOLUTIONS FOR THE GLOBAL MARKET



FEBRUARY 2026

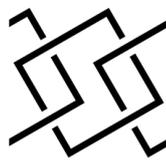
THE AZG CAREER EDITION

**JOBSEEKER TOOLKIT +
INTERNSHIP PATHWAYS**



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February Spotlight: Behind the Scenes – How We Match Candidates to Roles

Many people assume recruitment is simply matching a CV to a job description. The truth is, great hiring is about fit, performance potential, and long-term success.

When we review a candidate, we look at:

- Skills and experience (yes, of course)
- Evidence of results (what you improved, achieved, delivered)
- Communication and professionalism
- Motivation (why you want the role)
- Work style and team fit

Quick example:

“Handled customer enquiries” is common.
But “Handled 40+ enquiries daily and maintained high satisfaction through quick resolution” gets attention fast.

One Skill That Can Change Your Career This Year

If you improve just one thing this year, make it this: how you communicate your value. It’s the difference between sounding experienced and sounding hire ready.

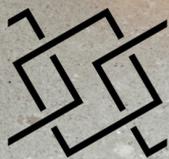
Upgrade your wording using this formula: Skill + Action + Result

Example:

Instead of: “I’m good at administration.”

Say: “I support busy teams by improving organisation, reducing delays, and keeping communication smooth.”

Small changes like this improve interviews, shortlisting, and confidence instantly.



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The 60-Second CV Challenge (Try This Today)

Recruiters often scan a CV in under a minute.

So here's your challenge: Would your CV impress in 60 seconds?

A strong CV should show within the top half of page one:

- Who you are
- What you do best
- Your key strengths
- Your achievements (with numbers if possible)

Quick fix: Replace responsibilities with outcomes.

Instead of: "Managed reports."

Try: "Prepared weekly reports for 6 stakeholders, improving decision-making and reducing delays."

If your CV feels "too long" or "too general," it's time for a refresh.

Your LinkedIn is Your Digital Passport

Before interviews, many employers check LinkedIn. Even if they don't say it, it influences trust.

Your LinkedIn should clearly answer:

- What you do
- What you're good at
- What roles you're open to

Quick LinkedIn upgrade:

Your headline should be more than just your job title.

Example:

"Project Administrator | Reporting | Stakeholder Support | Coordination & Delivery"

Even a 5-minute LinkedIn update can increase recruiter messages and opportunities.



Recruiter Mythbusters (Let's Clear This Up)

There's a lot of job search advice online, and not all of it helps.

Myth 1: "I need 100% of the skills to apply."

Truth: If you match around 70–80% and can learn quickly, apply.

Myth 2: "Following up makes me look desperate."

Truth: A polite follow-up shows professionalism.

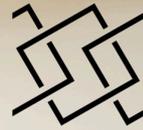
Myth 3: "A longer CV looks more impressive."

Truth: Clear and well-structured wins every time.

Myth 4: "Recruiters only care about big companies"

Truth: Recruiters care about outcomes, skills, and fit, not just brand names.

If you've been holding back because of these myths, this is your sign to move forward.



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The Hiring Manager's Secret Checklist

Hiring managers don't just hire the most qualified person, they hire the person who feels like the safest, strongest choice.

They often look for:

- Clear communication
- Confidence (without arrogance)
- Evidence of results
- Reliability and consistency
- Positive attitude and professionalism
- Understanding of the role and company

Quick interview tip:

Don't just say what you did, say what it achieved.

Example:

"I managed scheduling" becomes

"I managed scheduling for a high-volume team and reduced booking clashes by improving coordination."

Top 5 Mistakes We See Every Week (Easy Fixes)

These are common and can quietly reduce your chances even when you're a great candidate.

Mistake 1: CV lists duties but not achievements

Not strong:

"Responsible for managing client accounts."

Better:

"Managed 30+ client accounts and improved client retention by 15% through proactive follow-ups."

Mistake 2: Too generic summary

Not strong:

"Hardworking professional seeking a new opportunity."

Better:

"Detail-oriented administrator with 4+ years' experience supporting executives, managing scheduling, and improving internal workflows in fast-paced environments."

Mistake 3: No keywords for the role

If a role asks for "stakeholder management" and your CV never says it, you may get filtered out.

Fix: Mirror the language used in job ads (truthfully).

Mistake 4: Poor formatting and long paragraphs

Recruiters scan quickly.

Use: Clear headings, Bullet points, short lines, and Consistent spacing

One quick fix that works:

Tailor your summary to the role you want. Even changing 3-4 lines can improve your shortlisting rate.

Future-Proofing Talent: Internships | Traineeships

The world of work is moving quickly and the way careers are built is changing with it. Employers today need more than resumes, they need job-ready people who can step in, learn fast, and grow with the organisation.

At **Aris Zinc Group**, our internship and traineeship pathways are designed to create exactly that. We help build future-ready talent pipelines by supporting the full early-career journey, from onboarding and workplace readiness through to long-term career development.

We don't simply "fill roles." We invest in capability, confidence, and continuity, helping organisations build the workforce they need not only today, but for the years ahead.

Why it works?

For Employers

- Reduced recruitment and turnover costs
- Job-ready talent with lower risk
- Stronger workforce planning and succession pathways
- Positive ESG and social impact outcomes
- Stronger employer brand

For Emerging Talent

- Real-world experience with genuine support
- Clear career pathways
- Skills for today and tomorrow
- Confidence, wellbeing, and long-term employability

Explore more.

What We Offer | How We Do It!

A successful internship or traineeship isn't just about placing someone into a role. It's about creating the right foundation, the right support, and a pathway that actually leads somewhere.

That's why **Aris Zinc Group** delivers an end-to-end model designed to remove operational burden from employers while giving interns and trainees the structure they need to perform, grow, and stay engaged.



What can you expect from our approach?

- End-to-end intern and trainee onboarding
- Structured Training & Skills Development
- Career & Wellbeing EAP Support
- Flexible, Scalable Staffing Solutions
- Future-Proof Talent Tiered Pathways
- Career pathways with no dead ends
Intern → Trainee
Trainee → Entry-level professional
Entry-level → Specialised progression
Participants are supported through goal-setting, mentorship, and skills recognition

We focus on outcomes that matter: loyalty, motivation, capability, and long-term value for both talent and employers.

[View](#) our full program model:
See what we offer and how we do it



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Why Join Our Internship Program?

An internship should be more than “experience.” It should be a stepping stone into real opportunity.

The Aris Zinc Group Internship Program is built to help emerging professionals gain meaningful exposure, build confidence, and develop practical skills through real project experience. It’s designed to support career growth in Australia and beyond, while strengthening employability through recognised credentials and workplace readiness.

Key benefits of joining

- Internationally recognised ISO certifications
- Real project experience
- A pathway into employment
- Inclusive opportunities

This is a program built for people who want more than a placement. It’s for those ready to grow, contribute, and build a career with purpose.

Link to apply or learn more:

[Why join our internship program?](#)



CONTRACT

Contract details including terms, conditions, and signatures.



Tiered Pathways: Environmental Social Governance (ESG)

If you're looking for a career that blends purpose, future skills, and real-world impact, ESG is one of the most exciting pathways to explore.

At Aris Zinc Group, our ESG pathway is designed as a tiered progression model, supporting individuals at every stage, from students and career explorers to graduates ready to specialise and lead.

Our ESG pathways include

Want a career in ESG?

If you're midway through your degree, ready to apply what you've learned, or starting out as a trainee, this is your opportunity to build a career that supports sustainable systems and responsible workplaces.

Tier 1: Intern Pathway

Discover. Prepare. Belong.
Ideal for students, school leavers, career explorers, and short-term workforce support
Includes onboarding, compliance, workplace readiness, and foundational skills development

Tier 2: Trainee Pathway

Build. Support. Grow.
Ideal for entry-level roles, skills-shortage industries, and organisations focused on retention and capability development
Includes end-to-end workforce management, structured supervision, performance check-ins, and technical capability development

Tier 3: Graduate Pathway

Specialise. Lead. Sustain.
Ideal for high-growth organisations in tech, ESG, sustainability, and innovation. Includes advanced onboarding, leadership-ready integration, clear progression planning, and long-term development.

This model is built to support meaningful progression, measurable outcomes, and long-term employability.

Link to explore ESG pathways: [Explore our tiered ESG pathways](#)



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Ready to take the next step? Apply via our Careers Page

If you meet the job requirements and hold relevant security clearance where required, we encourage you to apply directly through our [Careers Page](#).

If you are exploring your next move, visit our [Job Seekers | Careers](#) page to view current roles and register your interest.



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