



Everyone who has ever had a job started somewhere.

You are not alone. It can be super exciting and a bit scary. We have all felt that way.

To make sure you start off on the right foot, here are some things you need to know:

- With a few exceptions, there is no minimum age to start **casual** or **part-time** work in NSW.
- You must have turned 17 years to work full time.
- If you have finished Year 10 and want to enter the workforce full time as an apprentice or trainee, you can apply to the Department of Education for an exemption.

If you are **under 15 years**, it is unlawful for you to work:

- During school hours
- More than 4 hours on a school day
- More than one shift per day
- After 9pm if you have school the following day
- More than 5 days in a row (consecutive days)
- More than 50 hours per week of school and work combined
- Other conditions may apply

Australian residents can earn up to

\$18,200 per year

tax free.

Don't forget to get a bank account.

For more info about employment, check out
<https://www.fairwork.gov.au/>

Before you start job hunting think about this...

Other than deciding where you want to work, it is good to have a clear idea of what working might look like for you.

Check out the list below as these are the key points your future employer will want to know before they offer you a job.

- ✓ What **days** of the week are you available to work? (Don't forget to make time for family, friends, hobbies, Netflix and chill.
- ✓ On those days, what **times** can you be available to work? Go with a 3 hour minimum.
- ✓ How will you get to and from work? If you need a ride, make sure you check timetables and/or talk to the person helping you out first as this may impact your availability.
- ✓ Would you prefer to work **part-time** (regular days/hours) or **casual** (changing days/hours/times, without guarantee of work)?
- ✓ What is the **minimum** rate of pay you are entitled to for the type of work you will be doing?

Top 3 things employers want:

1. Reliability

Keep your promises! If you agree to work a rostered shift, turn up for work on time.

2. Enthusiasm

Show initiative, bring some good vibes, try your best, and be eager to learn.

3. Teamwork

Make it your mission to get on well with others. Communication and good manners are the key.