

Workforce
Australia

Local Jobs

Workforce Australia



Resources

Workforce Australia for
Individuals

Job Switch

Jobs Hub

Your Career

Career Transition
Assistance

Self-Employment
Assistance

Department of Employment and Workplace Relations

www.dewr.gov.au/mature-age-hub

People over 45 years of age bring experiences, transferrable skills and a range of abilities that have been developed through your life experience.

The Mature Age Hub is available to guide you to your next role!

Workforce Australia for Individuals

Find your next job. Use our services.

Workforce Australia is a place Australians can search and apply for jobs or find more information on their pathway to employment.



Keywords

Location

Workforce Australia Job Switch

Job title or occupation you've done before*

Begin typing a job title and select from the list

E.g. Cook, Accounts Clerk, Construction Manager

Location

I would like to search in

All States And Territories

Find Job Switch options

Find new and different jobs you might already have the skills for!

You can explore:

- how similar they are to jobs you've done before
- if they're in high demand
- what your training options are
- positions you can apply for right now!

[Read transcript](#)

[Sign in or register with myGov](#) to get personalised results just for you.



Workforce Australia Job Switch

Job Switch Beta

Job Switch can help you explore jobs you might have not considered.
This is a new service, [give us feedback](#) to help us improve it.

Job title or occupation you've done before*

Begin typing a job title and select from the list

Location

I would like to search in

Find Job Switch options


We couldn't find that job. Showing you 10 job types that use the same skills as Receptionist (General) instead.

Sort by Demand (High to Low)

Medical Receptionist

 In demand

 Very similar to Receptionist (General)


 You may not need much training

View jobs

Greets patients and other clients in a health facility, such as a clinic, practice, centre or surgery, and responds to personal, telephone and written inquiries and requests.

 Interested ?

Study options

 You don't need a qualification but it might improve your chances!

Certificate III in Health Administration

Certificate IV in Medical Practice Assisting

Workforce Australia Jobs Hub



Construction and
traffic control



Contact and call
centres



Hospitality and
tourism



Logistics,
warehousing and
transport



Retail



Manufacturing



Workforce Australia Your Career



- [Home](#)
- [What's new](#)
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- [Occupations](#)
- [Learn and Train](#)
- [Resources](#)
- [Support](#)

Explore Your Career

The home of career information. Search Industries and Occupations to find a career that's right for you and what you can do to get there.

[Take a career quiz](#)

[Explore Fee-Free TAFE](#)



Workforce Australia Career Transition Assistance



Get ready for work

Career Transition Assistance can help you get ready for work by:

- finding out what skills you already have and how they would transfer to a new job
- targeting your job search
- tailoring your job application

It can also help to build your confidence with the technology that is typically found in workplaces such as desktop computers and tablets.

Further information about Career Transition Assistance →



Check your eligibility

If you're a job seeker 45 years and over, you're eligible to be referred to [Career Transition Assistance](#) if you participate in:

- Workforce Australia Services with a Provider
- [Workforce Australia Online](#) for individuals, including people with a Workforce Australia Online Account
- [Disability Employment Services](#)

The program is free for eligible individuals, whether you are on income support or not.

Workforce Australia

Career Transition Assistance

How to get involved

Individuals in Workforce Australia Online can sign up for Career Transition Assistance by:

- searching Workforce Australia Online for courses that provide [assistance for individuals 45 years and over](#)
- contacting the Digital Services Contact Centre on [1800 314 677](tel:1800314677) or email digitalservices@dewr.gov.au.

Individuals with an employment services provider can talk to their provider about referral to a suitable course.

Get in touch with a CTA provider →



Workforce Australia

Self-Employment Assistance



How Self-Employment Assistance can help

Self-Employment Assistance can help you with your business idea or existing business through its flexible services including:

- Exploring Self-Employment Workshops
- Business Plan Development
- free accredited Small Business Training
- Business Advice Sessions
- Business Health Checks
- Small Business Coaching.

You may also be eligible for financial support while you start and run your business as part of Small Business Coaching.

[More information about self-employment services →](#)

Workforce Australia Self-Employment Assistance

How to participate

Self-Employment Assistance is delivered in 51 Regions across Australia by a network of Self-Employment Assistance providers.

To access Self-Employment services, contact your local Self-Employment Assistance provider to discuss your eligibility and options.

[Find a provider near you →](#)



Real people. Real stories.

To see how Self-Employment Assistance has helped people across Australia kick start and grow their business, visit the DEWR Newsroom.

[DEWR Newsroom →](#)

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