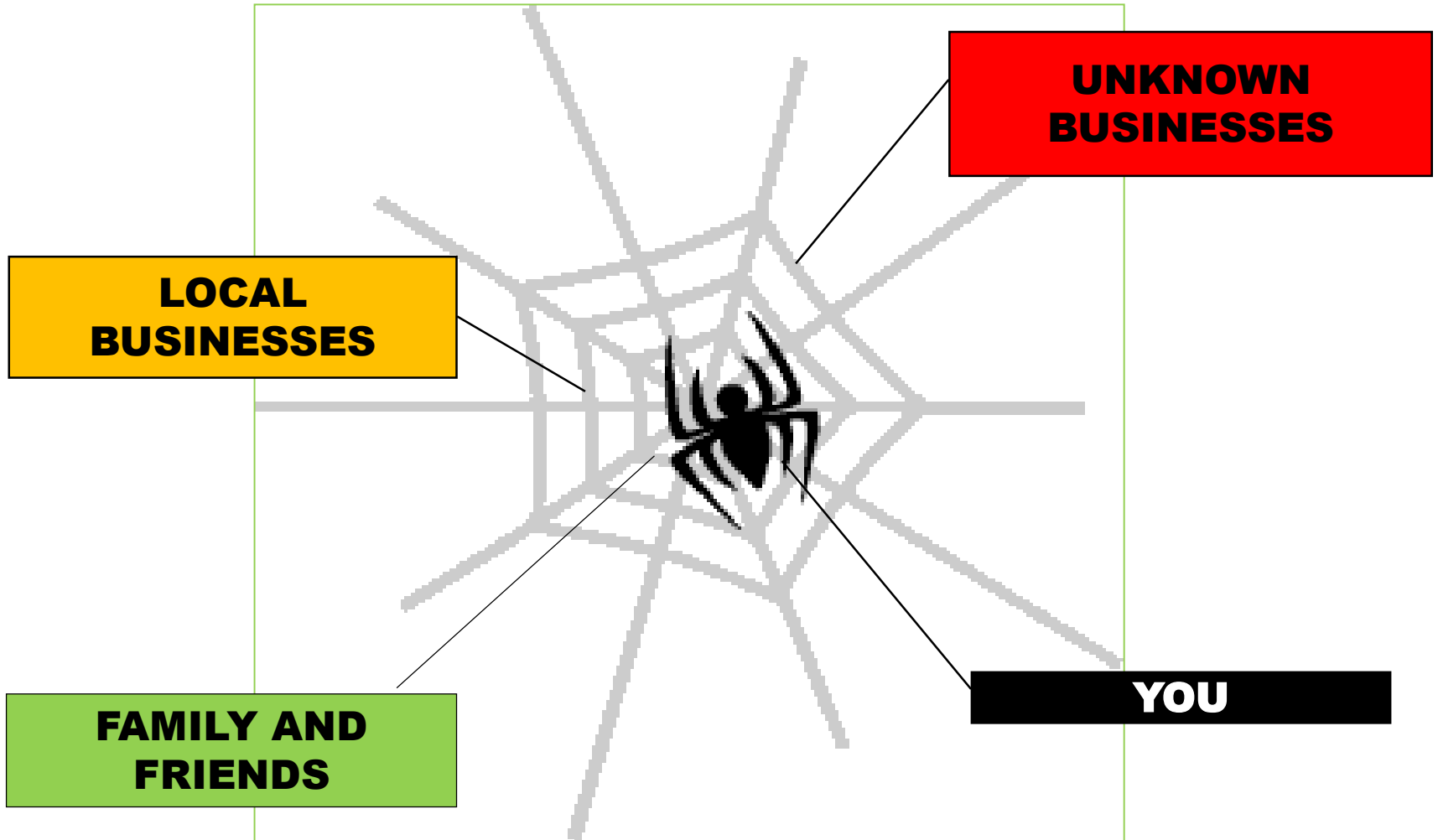


# Use your network



# **QUICK ACTIVITY**

Look at the list of **JOB INDUSTRIES** on the next sheet and jot down the name of one company or institution for each, just thinking off the top of your head.....

## EDUCATION



## ADMINISTRATIVE



## HEALTH CARE



## RETAIL



## ANIMAL CARE



## SPORT & FITNESS



## CONSTRUCTION



## HAIR & BEAUTY



## HOSPITALITY



## AUTOMOTIVE



## VOLUNTEERING



## GARDEN & ENVIRONMENT



## **EDUCATION**

My primary school



## **ADMINISTRATIVE**

Law firm



## **HEALTH CARE**

My chemist



## **RETAIL**

Clothes shop



## **ANIMAL CARE**

My Vet



## **SPORT & FITNESS**

My gym



## **CONSTRUCTION**

Our carpenter/ plumber



## **HAIR & BEAUTY**

My hairdresser



## **HOSPITALITY**

Coffee Club



## **AUTOMOTIVE**

Beaurepairs



## **VOLUNTEERING**

Meals on Wheels



## **GARDEN & ENVIRONMENT**

Garden Centre



# HOW TO ASK FOR WORK: USE THESE WORDS .....

Hello,

My name is .....

I am a Year 10 student at Wavell State High School in Brisbane North. I am interested in undertaking work experience with your business. Is there someone can I speak to about work experience please?

(OR)

I am keen to find out if you offer work experience placement?

The work experience week for my school is for 4 days from 21<sup>st</sup> to 24<sup>th</sup> JUNE this year. The work provider can decide on the hours we are required to work as it suits them. We are insured by EQ Work Cover while we are on Work Experience.

**(If "YES" ...)**

Thank you. That would be fantastic.

**(If "NO" .....**

Thank you for your time. Good Bye.

There are some things that I need to tell my school for work experience. Can you please help me with this information?

What is your:

Company name .....

Workplace contact person .....

Workplace address .....

Best contact telephone number ..... and an  
email.....

My school will contact your to confirm the placement and prepare a Work Agreement form. This will contain information about the work scope and insurance coverage as well as all my contact details. I will contact you to organise a time to get the Work Agreement signed.

Thank you very much for your time and for the opportunity.

Good bye

