

Career Transition Assistance

The Career Transition Assistance (CTA) program is designed for individuals aged 45 and over. It aims to help you build the skills and confidence needed to become more competitive in your local job market.

How Career Transition Assistance can help you!

Improve your digital literacy Learn how to send emails, navigate online applications and how to use the Microsoft Office suite.

Career options Identify the careers you desire and how to start your transition into your chosen field.

Communication skills Master effective workplace communication techniques.

Social skills Hints on how to build a routine and refresh your social skills for communicating in the workplace.

Resume updates Our experienced Facilitators will help to update and tailor your resume and cover letter for specific industries or job roles.

Teamwork Our group based activities will refresh your team working skills.

PBAS Helping you to understand the Points Based Activation System (PBAS) for Workforce Australia.

Connecting you with employers You will make an employer visit during the course and our supportive Facilitators will assist you with employment opportunities to explore.

At your Designer Life Career Centre you'll find a supportive environment equipped with everything you need to complete your course, including laptops, free Wi-Fi, and printing facilities.

Whether you're returning to work after a break or looking to shift careers, the CTA program offers the support and resources you need to achieve your employment goals.

Ask your provider for a referral or if you are a Workforce Australia Services Online participant, refer yourself online.




EXPLORE
CAREER
OPTIONS

IMPROVE
COMPUTER
SKILLS

UPDATE
YOUR
RESUME

WORK WITH
CAREER
COACHES

The CTA program is tailored to meet the unique needs of mature job seekers, providing them with the tools and confidence to thrive in today's job market.

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