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# Careers Newsletter

(#6) TERM 3 WEEK 8



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*"It is not what you  
achieve, but what you  
overcome..."*

*(Carlton Fisk)*

### *Career as a Geneticist*

Genetics is the study of how certain characteristics are passed on from parent to offspring. As a geneticist you will study the heredity of genes and how they cause variations in either plant or animal organisms.

The [University of Western Australia](#) website states that a geneticist is a scientist who specialises in heredity, in particular the mechanism of hereditary transmission. If you are fascinated by science and technology and eager to contribute to the field that will likely have the most influence on 21st century science and medicine, consider studying to become a geneticist.

Geneticists can work in medicine, in industry, in research, or in academics. A career in genetics can mean many different jobs, such as genetics counsellors, who specialise in providing information as well as support to families who struggle with genetic disorders.

Students with a passion for science, biotechnology, biochemistry, and biology might find this a very interesting career option.

# Top 10 skills for the successful 21st-century worker

**Leadership**  
Take a cross-disciplinary approach to project teamwork. Participate in leading and following in order to prepare for your career.

Many businesses are adopting a participative management style, which involves employees in decision making.  
*George DeMetropolis*  
University of Phoenix faculty member and leadership consultant

**Critical thinking**  
Take coursework that offers an opportunity to engage in self-directed, project-based and applied learning.

**Communication**  
Learn in an environment that requires participation in many modes of communication.

Students must hold themselves accountable and have the opportunity to hold others accountable for the good of the team.  
*Irene Blundell*  
University of Phoenix faculty member

**Collaboration**  
Choose courses that are collaborative and measure success by team results.

**Adaptability**  
Take advantage of flexible course schedules and learning platforms in order to work, raise a family, volunteer and learn.

**Productivity and accountability**  
Select a school that provides a code of conduct in learning situations to build accountability and productivity.

**Innovation**  
Seek out learning environments that build technology and media fluency.

**Accessing, analyzing and synthesizing information**  
Seek out a market-driven curriculum focused on real cross-functional issues to help you think about how issues interconnect.

**Global citizenship**  
Learn in a diverse classroom to gain opportunities to build cross-cultural understanding.

**Entrepreneurialism**  
Work on developing the ability to solve current and relevant issues in the safety of the classroom environment.

University of Phoenix  
Designer: Neveen Solim | Writer: Mary Barry

## Employability Skills

### What are Employability Skills?

Employability skills are personal, transferable skills that are important to employers. Young people gain employability skills at school, work, and when volunteering or participating in sport or cultural activities. The Australian Jobs Guide 2017 gives “people skills”, how we relate to others, as the employability skills most important to employers in Australia.

[Youth Central](#) (a great website for young people by the Victorian Government), explains 8 employability skills:

**Communication:** being confident to speak with others and in written letters, notes, customer documents. Every group task, oral presentation and assignment at school helps this one!

**Teamwork:** being able to work well with others and support the team by doing your allocated tasks well. Volunteering and part-time work can help you to learn these skills.

**Problem-solving:** being able to find solutions in a new situation or task. You work on this when you do school assignments, and, for example, handling customer complaints in your part-time job.

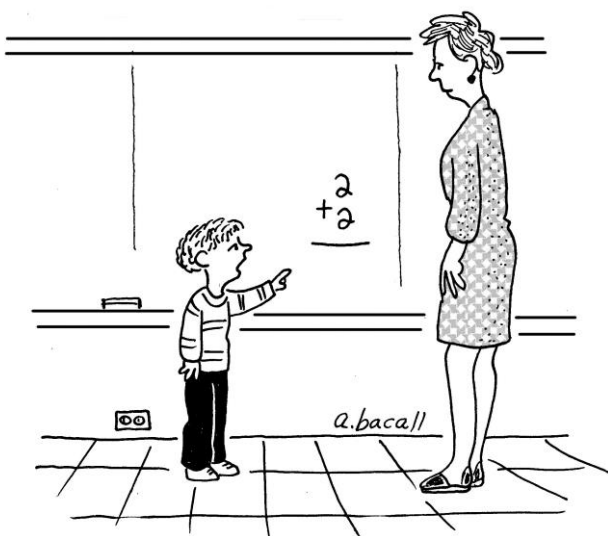
**Initiative and Enterprise:** being able to think creatively and make improvements to the way things are. Think about joining a service group at school to develop this skill.

**Planning and Organising:** being able to plan, prioritise and meet deadlines. You do this every day as you meet school deadlines and organise all the activities you do.

**Self-Management:** being able to get on with your work without someone having to check on you. Learning how to work independently is a very important work skill.

**Learning** is life-long. Taking opportunities at work to learn new things, undertaking study so that you have the capacity to advance in your work or take up new, higher-level jobs is a part of every successful worker’s life.

**Technology and Using Tools:** having the capacity to use a word processor, spreadsheet and email (and using the tools of your trade) are core things at work. You need to feel comfortable to try new programs, learn to trouble-shoot and show that you are keen to learn for this skill.



"Rather than learning how to solve that, shouldn't we be learning how to operate software that can solve that problem?"

## Focus on ... Psychology

### What is Psychology?

Psychology is the study of behavior. Registered psychologists use scientific research and knowledge about human behavior to assist individuals who are experiencing mental disorders, relationship problems, learning difficulties, addiction and eating disorders.

### How do you become a psychologist?

As shown in the diagram below, becoming a psychologist requires study and professional training over several years. In order to identify yourself as a “registered psychologist”, you need to, first, complete a Bachelors Degree in Psychology which is recognised by the Australian Psychology Accreditation Council, then a fourth (honours) year of study, followed by a combination of further postgraduate study and professional experience under the supervision of an accredited psychologist.

### Areas of Psychology

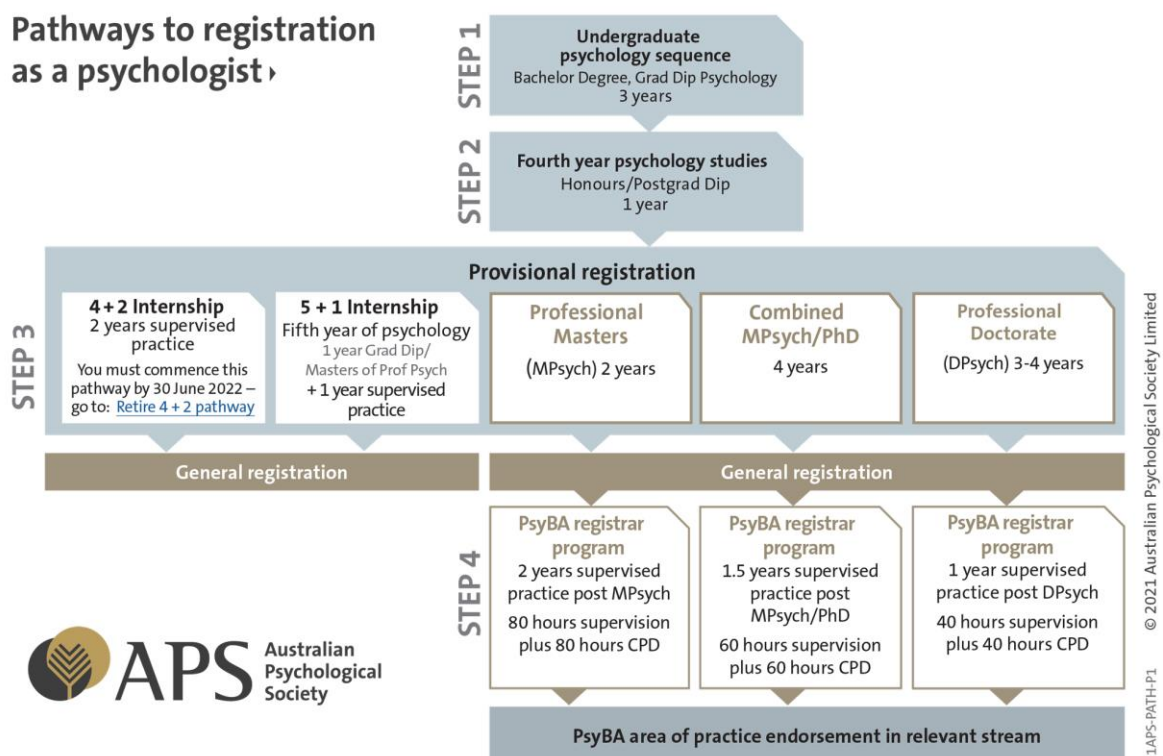
The Australian Psychological Society which registers psychologists, identifies ten [areas of psychology](#).

**General practising psychologists** have broad skills and work in private practice, or as employees in areas such as health, education, business communication, public policy, legal, social or justice.

**Clinical neuropsychologists** assess, diagnose and treat psychological disorders associated with brain conditions, including neurological, medical and psychiatric conditions, developmental disorders and learning disabilities.

**Organisational psychologists** work within firms and government organisations to help enhance people’s wellbeing and efficiency by improving their work environment.

### Browse [APS Study Pathways to a Registered Psychologist](#)





## Apprenticeships and Employment

*MEGT is an Australian not-for-profit organisation that has been supporting local employers, apprentices, trainees, job seekers and students for over 35 years.*

*Our experienced local consultants work across every state in Australia, and in the ACT helping Aussie businesses, apprentices and trainees get the most from the Australian Apprenticeships programme.*

MEGT has over 35 years of experience in matching job seekers and employers, and they have a higher than the national average apprenticeship completion rate.

MEGT has a [Career Hub](#) packed full with tools and information for potential apprentices and trainees, and students considering an apprenticeship or traineeship are encouraged to register on the Career Hub and receive support in searching for an apprenticeship or traineeship. Once registered, job seekers have access to a range of tools and information to assist them in their search for an apprenticeship or traineeship, including our Career Quiz, Skills Assessment, and job seeker toolkit.

The Career Hub Team will chat with job seekers about any questions they might have about becoming an apprentice or trainee or connect them with one of the MEGT Career Advisors, who can provide guidance on appropriate training and development pathways. [Register here.](#)



## Career as an Air Traffic Controller

The **Good Universities Guide** states that *air traffic controllers manage the safe and orderly flow of aircraft into, out of and between airports in Australia and with overseas regions adjoining Australian airspace.*

Air traffic controllers may perform the following tasks:

- maintain radio contact with pilots to keep aircraft separated in 'corridors' of controlled airspace, on air routes and near major airports
- make sure that aircraft operate only on pre-arranged routes and altitudes
- use radar to monitor and control aircraft movements
- provide information and assistance to pilots and emergency services during in-flight emergencies.



- be able to make quick and accurate decisions
- have an aptitude for working with computers
- be confident, highly responsible, self-motivated, and independent, but also be able to work in a team

To become an air traffic controller, students should gain their Year 12 with passes in English, mathematics, and a science subject (preferably physics).

To find out more regarding the various ways of becoming an air traffic controller, visit [The Good Universities Guide - Career as an Air Traffic Controller](#)

## So, you have an interview – what now?

Finally, after sending off what seems to be hundreds of resumes and letters, you receive a call and have a job interview – how do you prepare? Do well?

### What should I wear?

As a general guide, dress neatly in the type of dress employees would usually wear in that workplace. Make sure that clothes are ironed, shoes polished, jewelry is conservative and hair is tidy.

### What should I take to the interview?

Take a folder with the letter and resume you sent through for the application, original and copy of certificates, references, work samples etc.

### How do I prepare for the interview?

Research the company – look at the website, learn about their products/services. Write down the names of key people in the business from the website.

Prepare answers to possible questions the interviewer may ask and have a couple of questions of your own ready. [Youth Central](#) have some good ideas on this.

Know how to get to the interview.

Find out the name of the person/people who will be interviewing you. If you forget to ask this when you are contacted about the interview, it is fine to ring and ask.

### Top Interview tips ...

- Plan to be there about 10 minutes early.
- Go into the interview by yourself – don't have your parent with you.
- First impressions count – practice saying hello and shaking hands.
- Practice before hand with a friend or family member.
- Aim to speak clearly, take a breath before answering, and look at the interviewer.
- Always be positive – don't make negative comments about a previous employer.



1. Personalise it – make sure your resume stresses the strengths important to the job
2. Be specific – give examples of things you have done, your interests and accomplishments
3. Have someone else read it to make sure there are no spelling errors
4. Keep it simple – clear font, uncluttered display
5. Put a cover letter with it!



“We’re looking for someone who can multitask – but not during the interview.”  
CartoonStock.com