

Guide To Finding Part Time Employment Whilst You Study

Tips and Hints

- Make sure your resume is up to date.
- Make sure you have a valid working visa.
- For help writing your resume or preparing for a job interview please browse:
www.cdu.edu.au/careers/resources.htm
- Identify on your resume that you are a student and that you are in Darwin for xxx duration. This will show employers that you are not going to leave after a couple of months.
- Keep in touch with employers. If they don't have a job for you straight away that doesn't mean that one won't become available.
- Don't give up, Darwin has quiet times and busy times. Ask the employer when you drop off your resume when their busy times are and ask when would be best to come back.
- Don't limit yourself to the employer suggestions below. Look in the phone book or search on the internet for industries that you interested in and contact those employers too.
- Use Charles Darwin University's Employment Opportunities web pages to look for jobs:
www.cdu.edu.au/careers
The notices are updated weekly; you can also subscribe to the mailing list.
- Attend events such as the Annual Careers Fair. You can network with potential employers and in some cases even apply for jobs.

Retail

Casuarina Square

Casuarina Square is the Northern Territory's premier shopping destination, with approximately 200 stores in one air-conditioned modern location.

Application Process:

- Search for the list of stores and the latest employment opportunities available at Casuarina Square:
<http://www.casuarinasquare.com.au/>
- It is a good idea to approach individual stores and hand in your resume to the Manager or Supervisor.

Store Location and Contact Details:

Casuarina Shopping Square 247 Trower Rd, Casuarina 08 8920 2345

Coles – Grocery Retailers

Whether you're a student seeking your first part-time job, or an experienced professional wanting a store or store support office position, Coles can provide what you want – and more.

Application Process:

- Take your resume to any of the stores below and hand into the Manager or Supervisor. If they are busy you may be asked to wait for an appointment. If they have no positions available try again in a few weeks. They don't hold resumes for long so you may have to be persistent.

Store Locations and contact details:

Coles Darwin	Cnr Mitchell St & Knuckey St	08 8941 8055
Coles Marrara	Cnr Links Rd & McMillans Rd	08 8927 8011
Coles Casuarina	Cnr Dripstone Rd & Trower Rd	08 8927 9055
Coles Casuarina	Cnr Dripstone Rd & Trower Rd	08 8927 0200
Coles Karama	Cnr Karama Dr & Kalymnos Cres	08 8945 0588
Coles Palmerston	Cnr Temple Tce & Chung Wah Tce	08 8932 1222

For more information about Coles, visit their website: www.coles.com.au

Woolworths – Grocery Retailers

There are many roles you can apply for, these include:

- Customer Service
- Nightfill
- Service Assistants

Application Process:

- Go online to www.woolworths.com.au and select careers. From here you can apply for positions available or create a general profile to be looked at when positions become available.
- Alternatively you can pick up an application form from any of the stores below and hand back into the store.

Store Locations and contact details:

Woolworths Darwin City	Cnr Cavenagh & Whitfield St	08 8941 6111
Woolworths Nightcliff	Dick Ward Dr	08 8985 1122
Woolworths Casuarina	Trower Rd	08 8945 9222
Woolworths Leanyer	8 Leanyer Dr	08 8927 4144
Woolworths Palmerston	Cnr Chungwah & Temple Tce	08 8932 6850

Big W

There are many roles you can apply for, these include:

Customer Service – Dependent on English proficiency
Sales – Dependent on English proficiency
Nightfill

Application Process:

- Pick up an application form from the store.
- Fill out and hand back along with resume.
- If asked for an interview you will need to bring your passport with you.

Store Locations and contact details:

BigW Casuarina Cnr Trower Rd & Dripstone Rd 08 8927 0811

For more information about Big W, visit their website: www.bigw.com.au

Fast Food Restaurants

Hungry Jack's

Application Process:

- Pick up an application form from either of the below stores.
- Fill out and drop it back to the Supervisor or Manager.

Store Locations and contact details:

Hungry Jacks Darwin Cnr Bradshaw Tce & Trower Rd 08 8945 0340
Hungry Jacks Palmerston Cnr Temple Tce & Maluka St 08 8931 3851

For more information about Hungry Jacks, visit their website: www.hungryjacks.com.au

KFC

Application Process:

- Pick up an application form from any of the below stores.
- Attach a photocopy of your work visa to the application.
- Drop back into the store, give yourself 30-45mins as you will need to do a Team Member Test which is a multiple choice personality test (there are no right or wrong answers).

Store Locations and contact details:

Casuarina F/C Shop Gd 141 Casuarina Square 08 8945 9138
Casuarina Cnr Linton Rd & Trower Rd 08 8945 2333
Nightcliff Bagot Rd 08 8948 1488
Palmerston Lot 5799 Maluka St 08 8832 8260

For more information about KFC, visit their website: www.kfcjobs.com.au

McDonalds

Application Process:

- Pick up an application form from any of the stores below.
- Fill out and hand back to the store.

McDonalds would like applicants to stay with them for a minimum of 6 months.

Store Locations and contact details:

Casuarina	Ten 138 Casuarina S/C, 247 Trower Rd	08 8945 4515
Darwin	Cnr Smith St & Knuckey St	08 8981 0702
Ludmilla	Cnr Bagot Rd & Fitzer Dr	08 8948 3355
Palmerston	Cnr University Dr & Cambridge St	08 8932 5811

For more information about McDonalds, visit their website: www.mcdonalds.com.au

Dominos Pizza

Domino's is mainly looking for delivery drivers, you would need to hold a valid Australian or International drivers licence. There are opportunities for those without their own car however you will make more money using your own.

Application Process:

- Pick up an application form at any of the below stores.
- Fill out and drop back off to the store.
- Or, drop off your resume to any of the below stores.
- Alternatively you can call the Regional Manager, Earl Patrick, for an interview on 0402 394 625.

Store Locations and contact details:

Darwin	Shop 3, 109 Smith St	08 8981 0177
Casuarina	Shop1 283 Trower Rd	08 8936 6222
Nightcliff	159 Dickward Dr	08 8985 5788
Palmerston	Elrundie & University Av	08 8936 9366

For more information about Dominos, visit their website: www.dominos.com.au

Eagle Boys Pizza

Application Process:

- Pick up an application form from either of the below stores.
- Fill out and drop it back to the store.

Store Locations and contact details:

Karama	Shop 29, 9 Kalymnos Dr	08 8947 9511
Palmerston	Shop 18, Palm City Oasis S/C	08 8931 1871

For more information about Eagle Boys, visit their website: www.eagleboys.com.au

Subway

Application Process:

- Drop off your resume with a Supervisor or Manager at any of the stores below.

Store Locations and contact details:

Casuarina	Shop 148 Casuarina S/C, Trower Rd	08 8927 1043
Nightcliff	Shop 25, 159 Dick Ward Dr	08 8948 0999
Marrara	Shop 6, Northlakes S/C, 1 Links Rd	08 8927 2833
Darwin	14 Knuckey St	08 8942 2888
Palmerston	Shop 31, Palmerston S/C, Temple Tce	08 8931 1699

For more information about Subway, visit their website: www.subway.com.au

Hospitality Industry

There are many positions available in the Hospitality Industry. Below are just a few:

- **Front Office**
- **Food and Beverage**
- **Kitchen**
- **Housekeeping**
- **Security/Surveillance**
- **Maintenance**
- **Management**
- **Corporate Office**
- **Gaming**

Some positions may require you to have qualifications such as Responsible Service of Alcohol. It is advisable to ascertain what qualifications are required before applying for a job.

Below is a list of hotels in Darwin along with their contact details.

SkyCity Casino

SkyCity Darwin offers excellent working conditions including car parking and free meals whilst on duty.

Application Process:

- Pick up an application form from the HR Dept on Level 1.
- Either hand back in or send to:
The Human Resources Department
PO BOX 3846
Darwin NT 0801
- Alternatively attach your resume to an email and forward to:
careers@skycitydarwin.com.au

Hotel Location and Contact Details:

SkyCity Casino	Gilruth Av, Mindil Beach	08 8943 8888
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For more information about SkyCity Casino, visit their website: www.skycitydarwin.com.au

Mantra on the Esplanade & Mantra Pandanas (Through Stella Hospitality Group)

Application Process:

- Pick up an application form from either of the locations below.
- Fill out and return to hotel.
- Alternatively, attach your resume to an email, include in your cover letter the locations you are seeking employment and your top 3 position preferences and forward to:
careers@stellagroup.com.au

Hotel Locations and contact details:

Mantra on the Esplanade	88 The Esplanade, Darwin	08 8943 4333
Mantra Pandanas	43 Knuckey St, Darwin	08 8901 2900

For more information about the Stella Group, visit their website: www.stellaresorts.com.au

Intercontinental Hotel Groups

Application Process:

- Pick up an application form from any of the locations below.
- Fill out and hand back with your resume attached.
- Alternatively have a look at the jobs available from the Intercontinental Hotel Groups website and apply for them online.

Hotel Locations and contact details:

Crowne Plaza	32 Mitchell St, Darwin	08 8982 0000
Holiday Inn Esplanade Darwin	The Esplanade, Darwin	08 8980 0800
Holiday Inn Darwin	122 The Esplanade, Darwin	08 8943 3600

For more information about Intercontinental Hotel Groups, visit their website: www.ihg.com.au

Novotel

Novotel generally employ people with student visas for Casual Food and Beverage positions.

Application Process:

- Pick up an application from the Hotel reception.
- Fill out and take back to reception.

Hotel location and contact details:

Novotel Atrium Darwin	100 The Esplanade, Darwin	08 8941 0755
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For more information about Novotel, visit their website: www.novotel.com.au

Travelodge

Application Process:

- Pick up an application form from the Hotel reception.
- Fill out and take back to reception.
- Alternatively, email your resume and a cover letter to:
lclarke@travelodge.com.au

Hotel location and contact details:

Mirambeena Resort	64 Cavenagh St, Darwin	08 8946 0111
Medina Waterfront Grand	Darwin Waterfront	08 8946 0111
Vibe Hotel	Darwin Waterfront	08 8946 0111

For more information about Travelodge, visit their website: www.travelodge.com.au

Darwin Central Hotel

Most employment would be in Housekeeping or Food & Beverage.

Application Process:

- To look for positions available and to apply for these positions please go to:
www.darwincentral.com.au/careers

Hotel location and contact details:

Darwin Central Hotel	21 Knuckey St, Darwin	08 8944 9000
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For more information about Darwin Central, visit their website: www.darwincentral.com.au

Palms City Resort

Application Process:

- Pick up an application form from Hotel reception.
- Fill out and hand back to reception.
- Alternatively, email your resume and a cover letter to:
manager@palmscityresort.com

Hotel location and contact details:

Palm City Resort	64 The Esplanade, Darwin	08 8982 9200
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For more information about Palms City Resort, visit their website: www.citypalms.com

Quest Serviced Apartments

Application Process:

- Hand your resume in to the Supervisor or Manager on duty at reception. Make sure you identify on your resume that you are a student and that you will be in Darwin for the duration of your course.

Hotel location and contact details:

Quest Serviced Apartments	55 Cavenagh St, Darwin	08 8982 3100
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For more information about Quest, visit their website: www.questapartments.com.au