
A practical guide for international professionals

Australian Job Market Guide

Present your experience with confidence and clarity.

CVs, LinkedIn, applications, interviews and a practical plan for your next step. For professionals preparing for Australian roles, before or after arrival.

Your experience already has value.

The work is helping employers understand it. Use this guide to choose your direction, gather evidence and practise communicating what you bring.

Inside: practical examples, reflection prompts, a seven-day plan and a final checklist.

Your experience. A clearer direction.

You bring skills, judgement and results. Your next task is to connect that experience to the roles you want in Australia. Start with a clear target, wherever you are applying from.

Help an employer answer three questions

What problem can you solve? In what context have you solved it before? Why is that experience relevant to this role? Make these answers easy to find in your CV, LinkedIn profile and interview examples.

Show evidence, not just qualities

“Proactive” or “a strong leader” says little on its own. Explain the team, customer, process or problem involved; what you personally did; and what changed. Use numbers only when you can support them.

Choose a starting point

Select two or three related role titles. Read five advertisements and note recurring tasks, tools and requirements. Separate essential requirements from desirable ones. Your target can evolve as you learn.

Try this introduction

I am a [profession] with experience in [context]. I help [team or customer] achieve [outcome] through [skills]. I am targeting [role] opportunities.

Make it yours

Write your two target roles and one example that shows your value.

Build a CV that makes sense quickly

Your CV is a selection of relevant evidence, not a complete life history. Follow the application instructions and make the first third explain what you offer.

Include

- Contact details and city or region
- A short, role-focused profile
- Relevant skills and tools
- Experience with clear achievements
- Relevant education and certifications
- Languages that support the role

Usually leave out

- Photograph
- Age or date of birth
- Marital status
- Identity document number
- Full street address
- Personal references at the first stage

Translate the meaning of your experience

A literal job-title translation may hide your level or responsibilities. Add a short explanation of the organisation, scope or equivalent function when useful. Keep official qualifications accurate.

Keep the structure easy to scan

Use clear headings, consistent dates and readable type. Follow any requested file format. Tailor the content to the role without adding skills or experience you do not have.

Example: from duty to contribution

Instead of “Responsible for customer enquiries”, try “Coordinated customer enquiries across sales and operations, introduced a shared tracker and made outstanding requests visible to the team.”
Replace this example with your own facts.

Make it yours

Rewrite one responsibility as an action plus an outcome.

Make LinkedIn tell the same story

Use your profile to reinforce your CV and make your professional direction clear. The wording can differ, but titles, dates and core facts should agree.

Headline: name your direction

Combine a recognisable role or field with relevant strengths. Avoid relying only on “seeking opportunities”. Example: “Operations professional | Process coordination | Customer service”. Use language that accurately reflects your experience.

About: give context and evidence

Explain what you do, the environments you know and one or two contributions. Close with the work you want to focus on. Keep it readable in short paragraphs.

Experience: support your claims

Describe scope, actions and results. Include relevant tools and skills naturally. Check contact details and profile visibility settings before sharing your link.

Start conversations, not requests for a job

Connect with people in your field, recruiters and professional communities. Ask a specific, thoughtful question. Respect their time and avoid sending the same generic request to everyone.

A simple networking message

Hi [name], I noticed your work in [field]. I am exploring [role] opportunities in Australia and would value your perspective on [specific topic]. Would you be open to a brief question?

Make it yours

Draft your headline and one question for someone in your field.

Search with focus. Apply with intent.

Combine advertised vacancies with professional conversations. Keep a simple record so you can learn from your search rather than repeat the same approach.

Use more than one channel

Seek and Indeed Australia can help you compare role names and requirements. LinkedIn supports company research and professional connections. Check target organisations' own career pages. Conversations and referrals can help you learn about opportunities beyond job boards.

Read the advertisement as a brief

Identify the main responsibilities and required evidence. Match each important requirement to a real example from your experience. Follow the instructions for a cover letter, selection criteria or supporting documents.

Avoid the common traps

Do not send a generic CV to every role, translate titles without context, overemphasise education while omitting results, or leave LinkedIn disconnected from your application. More applications are not automatically better applications.

A simple application tracker

Record: role and employer; closing date; key requirements; CV version; contact; date applied; next action. Review the pattern weekly and adjust your target or evidence where needed.

Make it yours

Choose one vacancy. Write its top requirement and your strongest evidence.

Prepare stories for the interview

An interview may feel conversational and still require careful preparation. Aim for clear examples, direct communication and an explanation of your own contribution.

S / Situation

What was happening? Give just enough context to understand the challenge.

T / Task

What was your responsibility? Distinguish your role from the team's.

A / Action

What did you do, and why? Focus on your decisions and actions.

R / Result

What changed? Explain the outcome and what you learned.

Build a small story bank

Choose four examples: solving a problem, working with a team, supporting a customer and managing conflict or change. Practise adapting them to different questions rather than memorising scripts.

Prepare for the conversation both ways

Research the role and organisation. Prepare questions about priorities, team ways of working and how success is assessed. For online interviews, check sound, camera, connection and time zone.

After the interview

Note the questions, examples that worked and anything to improve. Record the next steps discussed. Use the experience to prepare for the next conversation.

Make it yours

Outline one STAR story: context, responsibility, action and result.

Research your salary expectations

A useful range comes from current, comparable evidence. It can vary with the role, location, seniority, certifications, demand and type of contract.

Build a current evidence base

Compare similar advertisements, recent recruiter salary guides and published ranges from relevant employers. Ask people in your industry for context. Where applicable, consult Fair Work information about minimum rates and awards.

Compare like with like

Check what the quoted figure includes, the hours, responsibilities and employment arrangement. If a component is unclear, ask before comparing or discussing a target. Keep a note of the source and date.

Prepare three reference points

Set your minimum acceptable amount, your target range and an ideal figure you can justify. Keep these grounded in the role and your evidence. Your personal minimum does not replace research into the position.

A conversation starter

“Based on the scope of the role and the comparable positions I have researched, I am targeting [range]. Could you clarify what the package includes?”

Make it yours

Record two comparable sources, their dates and what each figure includes.

Research links:

[Seek](#) · [LinkedIn](#) · [Fair Work Ombudsman](#)

Your seven-day action plan

Use this as a manageable first week. Adjust the pace to your circumstances; the goal is a stronger search, not simply a higher application count.

1**Define your target**

Choose two or three related role titles and explain why they fit.

2**Review your CV**

Remove unnecessary details. Make your profile and achievements relevant.

3**Align LinkedIn**

Update your headline, About section and experience to match your direction.

4**Analyse five advertisements**

Identify repeated requirements and match them to your evidence.

5**Prepare four STAR stories**

Practise explaining your actions and results out loud.

6**Start three conversations**

Send thoughtful, specific messages to people in your field.

7**Apply with intention**

Tailor a relevant application, log it and choose your next action.

Make it yours

When will you start? Choose a date and a realistic time each day.

Ready for your next step

Return to this checklist before you apply. You do not need a perfect story; you need an accurate, relevant and clear one.

- ☐ My CV explains my value quickly.
- ☐ I have removed unnecessary personal information.
- ☐ My achievements include context and outcomes.
- ☐ My CV and LinkedIn tell a consistent story.
- ☐ I can explain my international experience in terms relevant to the role.
- ☐ I have examples ready for behavioural interviews.
- ☐ My salary research uses current, comparable sources.
- ☐ I am having professional conversations as well as applying online.

Work through it with Norma.

Book a free 15-minute clarity call to discuss your goals, questions and next step. Support is available online in English, Spanish or both, before or after arrival in Australia.

Book your free clarity call →

This guide supports career preparation. It does not guarantee interviews or employment and is not migration or legal advice.