

# Workforce Australia



## Transition to Work (TtW) Information for Employers

Global Skills Transition to Work service supports young people aged 15 – 24 on their journey to employment. Global Skills recognise employers have diverse workforce needs and we strive to get to know you and your business to ensure we provide a tailored and effective recruitment service.

### Who Are We?

Global Skills has been helping employers for over 30 years. Our experienced team is passionate about working in partnership with employers to find the talent they need for a prosperous business.

### How Global Skills will work with you

- We provide a central point of contact for responsive, open and regular communication about your recruitment needs
- We tailor and coordinate recruitment services to meet your business demands
- We assist with all aspects of recruitment, including customising job roles, creating job descriptions and selection criteria, coordinating interviews and any pre-employment checks you require
- We work to find solutions to your bulk recruitment needs and difficult to find skills by designing pre-employment programs tailored to the skills your business needs
- We will screen candidates according to your selection criteria and shortlist specifications
- We offer you access to our facilities to conduct individual or group interviews and induction programs
- We aim to take the stress out of recruitment and will assist with advice and help you access available incentives, business supports as well as coordinate any other services you may need such as the Australian Apprenticeship Support Network or JobAccess for workplace modifications
- After you chose a candidate we continue to support you and your new recruit settle into your business and become productive
- Global Skills Employment Hotline operates 7 am to 7 pm (Monday to Friday) to support with any recruitment or workplace needs

### Workforce Planning and Workplace Support

- Global Skills offers a free Workforce & Human Resource planning service to assist you meet your business' longer term skill needs
- Global Skills is a member of the National Workforce Network – a national alliance of employment service providers which enable us to access a broad candidate pool to find the right recruits with the skills you want for your business

### What Our Employers Say

*“Global Skills have been a great partner in supplying personnel for our operation. Their team is professional. They understand our requirements, organise interviews and assist with the paperwork. I would recommend Global Skills to support your hiring requirements for your business.”* – Quinn Parsons, General Manager, Convolut Technologies

### Do you have Feedback?

If you have a service experience you want to share please contact our Quality Assurance Manager Catherine Abrahams.

### Contact Us

We offer Transition to Work from 4 full-time locations on the Central Coast – Gosford, The Entrance, Wyong and Lake Haven. Contact us to talk about your recruitment needs:



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