



Careers Service Packages

Sj Personnel offer a range of job assistance and personal development packages that are designed to help job seekers like you find suitable employment.

CAREER COACHING (**\$155 + GST**)

Detailed discussion about your employment history, current skills and future career direction or change
Market research and advise relating to your career direction or change
Review of your current resume and cover letter, and tips to improve areas for extended opportunity
Input of your details and job search criteria to the SJ Personnel database
Support correspondence via phone and email

RESUME WRITING & COVER LETTER (**\$320 + GST**)

Discussion about your employment history in order to enhance understanding of skill set and target audience
Review and update of your current resume using market research into relevant industry and job requirements
Input of your details and job search criteria to the SJ Personnel database
One page cover letter template detailing skills, experience and reasons as to why you are a suitable candidate

SELECTION CRITERIA (**\$135 + GST PER HOUR**)

Answers to selection criteria are written through obtaining information from your experiences and market research that is conducted.