# Business, Financial and Professional Services

## Devon

***I wanted to give back to my community and become an Aboriginal Community Police Officer.***

#### Year 10

* Devon attended a career expo where he spoke to an Aboriginal Community Police Officer (ACPO) about their role.
* He was extremely interested in this career as it was a way to give back to the community while being paid.
* Devon completed a Certificate I in Workplace Skills as he knew this would be a good step towards acceptance into NTPFES Cadet Program.

#### Year 11

* Devon enrolled in the NTPFES Cadet Program, where he commenced a Certificate II in Community Engagement and Certificate III in Business.
* He completed his VWP with NT Police as part of the NTPFES Cadet Program and really enjoyed the community engagement components.

#### Year 12

* Devon continued in the NTPFES Cadet Program, continuing his Certificate III in Business.
* He chose to do his VWP with Territory Families where he gained some insight into local issues. This made Devon even more passionate about pursuing his career as an ACPO.

#### Post school

* Devon achieved his NTCET at the end of Year 12
* He was accepted into the ACPO recruit course with NT Police.

#### Example NTCET Pattern (EIF, Stage 1 English and math are compulsory for NTCET)

**Year 10:** EIF, VETfSS Certificate I in Workplace Skills

**Year 11:** Stage 1 English and maths, VETfSS NTPFES Cadet Program (Certificate II in Community Engagement & Certificate III in Business)

**Year 12:** Stage 2 English and maths and NTPFES Cadet Program (Certificate III in Business)

Always speak to your school Career Advisor or VET Coordinator to plan your subjects.

## Christine

***By doing a SBAT in Year 10 and 11, my Certificate III qualification helped me achieve a better ATAR.***

#### Year 10

* Christine completed a Certificate I in Workplace Skills where she enjoyed learning work readiness skills.
* For work experience Christine went to a family friend’s bookkeeping business. They were impressed with her attention to detail and offered her a SBAT, undertaking a Certificate III in Accounts Administration.
* Christine attended the workplace 2 days and school 3 days a week.

#### Year 11

* Christine was determined to achieve a good ATAR which meant focussing more on school.
* She reduced her working days from 2 to 1 day per week, choosing the day which had the least impact on her school timetable.
* During the semester break Christine completed her Certificate III in Accounts Administration and returned to school on a full-time basis.

#### Year 12

* Christine focussed on her studies, determined to achieve a good ATAR to keep her post school options open.
* She studied suitable tertiary admission subjects (TAS) based on the guidance of her career advisor, doing her best throughout the year.
* Christine’s ATAR was calculated with her 4 TAS and Certificate III in Accounts Administration which was considered as recognised studies.

#### Post school

* Christine achieved her NTCET and ATAR.
* She was accepted into university to study a Bachelor of Accounting.

#### Example NTCET Pattern (EIF, Stage 1 English and math are compulsory for NTCET)

**Year 10:** EIF, VETfSS Certificate I in Workplace Skills

**Year 11:** Stage 1 English and maths, elective subjects

**Year 12:** Stage 2 English and Maths, elective subjects

**VET**: Certificate III in Accounts Administration

Always speak to your school Career Advisor or VET Coordinator to plan your subjects.

## Lukas

***I enjoy working in office administration and had it recognised as part of my schooling.***

#### Year 10

* Lukas commenced a Certificate II in Workplace Skills and enjoyed learning about different computer apps.
* He chose to do his VWP at front reception at his old primary school. Lukas enjoyed learning about all the different functions of the office and decided he wanted to pursue a SBAT.

#### Year 11 through to Year 12

* Over the school holidays Lukas spoke to his parents about doing a SBAT with the family business, undertaking a Certificate III in Business. They agreed it was a great idea, especially as it would contribute to his NTCET completion.
* He attended the workplace 2 days and school 3 days a week.
* While at school Lukas took English, maths and elective subjects of his choice.

#### Post school

* Lukas achieved his NTCET and Certificate III in Business and transitioned into full-time work at his family business.
* He decided to do further training and commenced his Certificate IV in Leadership and Management, hoping to one day become the Manager.

#### Example NTCET Pattern (EIF, Stage 1 English and math are compulsory for NTCET)

**Year 10:** EIF, VETfSS Certificate II in Workplace Skills.

**Year 11:** Stage 1 English and maths, elective subjects

**Year 12:** Stage 2 subjects of choice

**VET:** Certificate III in Business

Always speak to your school Career Advisor or VET Coordinator to plan your subjects.

## Telisha

***I was eager to work and left school during Year 12 to start a full-time traineeship.***

#### Year 10

* Telisha was unsure of what pathway she wanted to pursue. She was open to anything and would follow her peers when it came to subject selection.
* She completed a Certificate II in Community Services and while on VWP she really enjoyed going to work each day and being hands on.
* Telisha started applying for casual jobs and found work after school at a takeaway restaurant near her house.

#### Year 11

* Telisha decided she wanted to go into full-time work when she completed school. To support this pathway she chose to do a Certificate II in Workplace Skills.
* For her VWP she worked at a hotel where she rotated through different parts of the business including marketing, accounts, reception and human resources.
* Telisha successfully completed Stage 1 English and Stage 1 Mathematics.

#### Year 12

* As Telisha’s savings grew the more eager she was to work. Her homeroom teacher suggested she consider a traineeship.
* Telisha went to her VET Coordinator who showed her how to apply for suitable traineeship vacancies.
* She was successful in obtaining a full-time traineeship, leaving school to undertake a Certificate III in Accounts Administration with a large plumbing business.

#### Post school

* As Telisha continues her Certificate III in Accounts Administration her training will count towards her NTCET.
* She is thriving in the workplace and is considering further training.

#### Example NTCET Pattern (EIF, Stage 1 English and math are compulsory for NTCET)

**Year 10:** EIF, VETfSS Certificate II in Community Services

**Year 11:** Stage 1 English and maths, elective subjects, VETfSS Certificate II in Workplace Skills

**Year 12:** Stage 2 subjects of choice

**VET:** Certificate III in Accounts Administration

Always speak to your school Career Advisor or VET Coordinator to plan your subjects.

## Thao

***Undertaking the NT Government Traineeship Program helped me decide my career pathway.***

#### Year 10

* Thao completed a Certificate I in Retail Services and Certificate I in Workplace Skills.
* He did work experience at his uncle’s office at NT Health. This was Thao’s first experience in a corporate environment and he was surprised to find it so interesting.
* After seeing posters at school about the Northern Territory Government Early Careers Traineeship program, Thao thought it would be a great opportunity.
* Thao applied and was successful in obtaining a SBAT to start in Year 11.

#### Year 11

* Thao commenced his SBAT, undertaking a Certificate III in Business with the government, attending the workplace 2 days and school 3 days a week.
* He was amazed by the different pathways and job opportunities there were in the public sector.

#### Year 12

* By the start of Year 12 Thao had completed his Certificate III in Business and returned to school full-time.
* He was set on starting a career in the public sector so towards the end of the year he started monitoring the NTG jobs page for entry-level positions, including full-time traineeships.

#### Post school

* Thao completed his NTCET at the end of Year 12 and was successful in obtaining a full-time traineeship, undertaking a Certificate IV in Business with the Northern Territory Government.

#### Example NTCET Pattern (EIF, Stage 1 English and math are compulsory for NTCET)

**Year 10:** EIF, VETfSS Certificate I in Retail Services and Certificate I in Workplace Skills

**Year 11:** Stage 1 English and maths, elective subjects

**Year 12:** Stage 2 subjects of choice

**VET:** Certificate III in Business

Always speak to your school Career Advisor or VET Coordinator to plan your subjects.

## Jami

***I was determined to follow in my Aunty’s footsteps, who is a successful real estate agent.***

#### Year 10

* Jami spoke to her Careers Advisor about how she could get into the real estate industry.
* She completed work experience with a local real estate agent and learnt more about different industry pathways.

#### Year 11

* Jami completed the Certificate III in Real Estate Practice. As part of the program she did her VWP at her aunty’s real estate agency.
* Following her VWP Jami was offered employment working on the weekends as a receptionist.

#### Year 12

* Jami focussed on school, selecting subjects which supported her career goal of becoming a real estate agent.
* She continued to work at the real estate agency after school, doing additional shifts during the holidays.
* Jami’s employer saw a lot of potential and offered her a full-time position when she completed school.

#### Post school

* Jami completed her NTCET and received an ATAR.
* She commenced full-time employment with the real estate agency as a property manager and completed her Certificate IV in Real Estate Practice.

#### Example NTCET Pattern (EIF, Stage 1 English and math are compulsory for NTCET)

**Year 10:** EIF

**Year 11:** Stage 1 English and maths, elective subjects, and VETfSS Certificate III in Real Estate Practice

**Year 12:** Stage 2 subjects of choice

Always speak to your school Career Advisor or VET Coordinator to plan your subjects.

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| ACRONYMS |  |
| **ATAR** | Australian Tertiary Admission Rank |
| **EIF** | Exploring Identities and Futures  |
| **FIFO** | Fly In, Fly Out (mining sector) |
| **NTCET** | Northern Territory Certificate of Education and Training |
| **SBAT** | School-Based Apprenticeship or Traineeship |
| **STEM** | Science, Technology, Engineering and Mathematics  |
| **TAFE** | Technical and Further Education (also referred to as trade school) |
| **VETfSS** | Vocational Education and Training for Secondary Student  |
| **VWP** | Vocational Work Experience  |