

Targeted Job Ads for Business School Students

We are pleased to offer our valued corporate partners the opportunity to advertise roles directly to Business School students at no cost on our dedicated Career Hub site., managed by our Careers and Employability team (the CEO). All Business School students have access to this site (excluding experienced Executive Education students, MBA and eMBA).

This site is additional the the University wide Career Hub jobs database , managed by the Careers Centre . You can reach applicants outside of our Business degrees and disciplines by posting your role there separately. You can contact the central team on careers.employer@sydney.edu.au for advice on how to do that.

We welcome international opportunities. These require the same quality assurance checks as local roles.

We require a detailed job description including:

- Which students (e.g., undergraduate, postgraduate) and any targeted subject disciplines (e.g., finance, marketing, data analytics, HR, etc.) do you wish to attract
- Permissions to work (applicants requiring PR/Citizenship or visa holders can apply)
- Location
- Detailed duties and responsibilities, any specific skills/attributes and systems required
- Role start and application closing date
- Salary (if able to share or give a guideline) and any other benefits/performance incentives
- Any employment progression opportunities
- Any other details you deem useful for applicants and future talent to know
- You must confirm we can post a USyd disclaimer at the bottom of your ad this is a requirement from our Office of General Counsel & Office of Deputy Vice-Chancellor (Education)

For Australian-based roles:

This advertisement has been lodged by . The provision of this information does not constitute any representation by the University as to the accuracy of the information provided by the organisation or any endorsement of the organisation by the University. The University is passing on information which the Business School CEO feels may assist you in your job search. You should make your own enquiries to verify any of the information given.

For Offshore-based/International roles:

This advertisement has been lodged by . The provision of this information does not constitute any representation by the University as to the accuracy of the information provided by the organisation or any endorsement of the organisation by the University. The University is passing on information which the Business School CEO feels may assist you in your job search. Employment opportunities located overseas are subject to different employment and occupational health and safety laws and requirements. You should make your own enquiries to verify any of the information given and it is your responsibility to make appropriate arrangements, including any applicable overseas travel and work costs or requirements (such as visas, insurance and immunisations).

Please note: The University of Sydney is unable to advertise unpaid positions. You can contact our WIL Team on business.placements@sydney.edu.au to discuss whether your unpaid opportunity would be suitable for our in-curriculum programs.

If the opportunity is unpaid and not embedded in coursework, please contact Fair Work Australia to ensure that you are not breaching the Fair Work Act.

To complete this form please:

1. Save the form template to your computer (Go to File – “Save As”)
2. Fill out the form, then save the completed file as Company_JobName_MonthYear.pdf (e.g. Sydneyemployer_Internship_Jan21.pdf)

Company Name:

Company Contact Person:

Location:

Name of Program/Position:

Type of Position:

Graduate role

Internship / vacation work

Part-time

Full-time

Casual

Eligible Students:

Australian and NZ citizens Permanent

Residents

International Students (on eligible visas or in other countries)

Position Description (including all details previously listed)

Link for more information:

How to apply:

Closing application date:

Confirm the disclaimer can appear on your ad:

Yes - Agree to disclaimer

No - Don't agree to disclaimer

If you have feedback about this particular job or company, please get in touch with us via business.careers@sydney.edu.au

In regard to your work rights, please consult the Fair Work Ombudsman www.fairwork.gov.au