

# Are you looking for someone to fill a part-time or casual vacancy?



UTS has plenty of students ready and willing to help fill a part-time role in your business, or simply fill in casually for a couple of weeks. Whether you need someone capable for a one-off project or for a few hours per week, with such a huge mix of disciplines, skills and flexibility, our students are a great resource for filling immediate vacancies.

## How?

- > Advertise your vacancy on our online jobs board at [careers.uts.edu.au](https://careers.uts.edu.au)
- > Have a vacation role to offer? Come along to our annual Internship and Volunteering Fair and speak face-to-face with our students.

## FAQs

### Is there a fee to advertise?

- > No. For part-time/casual roles, internships, volunteer roles, and full-time contracts shorter than 3 months, there is no fee to

advertise your vacancy. Simply fill in the online form and let us do the rest.

### How much should I pay a student?

- > Information regarding rates of pay can be found at [fairwork.gov.au/pay/rates-of-pay](https://fairwork.gov.au/pay/rates-of-pay)

### How do I remove a vacancy once the position has been filled?

- > All you need to do is email [careers@uts.edu.au](mailto:careers@uts.edu.au) to let us know the vacancy has been filled and we will remove it for you.

### Do you provide other services for employers?

- > Yes, we provide a variety of services for employers. Find out more at [careers.uts.edu.au](https://careers.uts.edu.au)

### Top tips

- > It is never a bad time to advertise a

- part-time or casual vacancy.
- > Help attract the right students by including as much detail about the job requirements and hours of work as possible.
- > Confirm whether the position is open to local and/or international students.
- > To save time, always remember to include your ABN (if applicable).

**For further information or queries, don't hesitate to contact us.**

**Phone:** (02) 9514 1471

**Email:** [careers@uts.edu.au](mailto:careers@uts.edu.au)

**Web:** [careers.uts.edu.au](https://careers.uts.edu.au)



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