

We're here to help.

CareerHub[®]

CareerHub is the University of Tasmania's online resource for up-to-date job vacancies, career information and events.

New positions are advertised daily – many of which are only advertised to UTAS students. The part-time and casual jobs on offer will mostly be located in the area of your registered campus as will most of the undergraduate work experience opportunities; however, many of the graduate positions are nationally and internationally based.


You will also find useful web-links, assistance with resume writing and selection criteria, current scholarships, volunteer opportunities, info sheets and news. You can also register to attend employment-related events and workshops including employer presentations and job skills workshops.

CareerHub can be accessed at <http://careerhub.utas.edu.au>.

HOW DO I ACCESS CAREERHUB?

To be able to login to CareerHub you will first need to register as a user.

If you are a first time user:

1. Go to the CareerHub login page, found at <http://careerhub.utas.edu.au>
You can also click on the CareerHub logo  which can be found on the *First Year at UTAS* webpage, the *Current Students* webpage and on the *Career Development and Employment* home page.
2. Under 'First time here?', click on the appropriate link. For example, if you are currently enrolled, click on 'Current Student'; if you are a staff member, click on 'Staff'.
3. Complete the online registration form. When you get to the 'Login Details' section of the form, use your UTAS username and password.
4. After you have completed the online registration form, you will receive an email to finalise the registration process. Follow the instructions of the email to confirm your registration.
5. You will then be able to login to CareerHub.



My profile

In this section you will find useful tools to record your education, experiences and skills to assist you with resume writing and selection criteria.

Jobs

This section lists all current part-time/casual and graduate positions; many of these are available exclusively to current UTAS students. Select 'Browse Jobs' then click on either part-time/casual employment, undergraduate work experience opportunities or graduate employment to view the position description and application process. Under 'Quick Job Search' is a graduate program link which lists all the current graduate programs with links to the employer websites.

Appointments

Careers counselling consultations with a qualified Careers Adviser are available for students needing support with career direction. Appointments are also available in Hobart with our Career Education Officer for students who have an upcoming job interview and would like help to prepare. All appointments are open to current and prospective students and graduates.

Appointments on the Hobart and Launceston campuses can be booked via CareerHub by clicking the 'View available appointments' tab and selecting your appointment topic preference. Cradle Coast careers counselling appointments can be made by contacting (03) 6324 3787.

Events

This section lists all current events being offered by a variety of University providers and includes employer information sessions and seminars.

Look out for our weekly careers workshops aimed to help you get a head start when applying for jobs. Workshop topics range from general resume and job application assistance to more specific topics such as interview skills and writing selection criteria.

To book a place, view the preferred event and then click on the 'Book in to attend this event' tab.

News

Current newsworthy items related to the University community generally, as well as specific careers information, are highlighted in this section.

Websites

A range of links to external websites can be found in this section, including a wide variety of graduate employers, overseas work and study providers, volunteer and gap year opportunities, professional associations and useful job search sites.

Info sheets

All Support and Equity Unit fact sheets can be found in this section. Fact sheets cover a wide range of information including topics related to careers, counselling, disability services and study issues.

FAQs

A variety of frequently asked questions can be found in this section covering all aspects of UTAS life.

Who can I contact for more information or help?

If you require assistance using CareerHub, please email careers.service@utas.edu.au with your enquiry, making sure you include your student ID number and full name.