

What can I do with my TAFE qualification?

Hospitality, Tourism & Event Management



** Please note – the information contained in this handout is accurate as at January 2011. Information regarding employment prospects/salary/growth is based on information derived from www.skillsinfo.gov.au, www.joboutlook.gov.au and Careers and Employment's own research.

2011

Please note: the information contained in this document was current as of January 2011. Refer to www.swinburne.edu.au/courses/ for the most recent updates. Refer to the School of Hospitality, Tourism and Event Management website www.tafe.swinburne.edu.au/hospitality/ for further information and a list of the courses offered in this area.

Industry Overview

A career in Hospitality, Tourism and Event Management can lead to employment in numerous types of businesses including restaurants, cafes, clubs, casinos, hotels, resorts and event management companies. Qualifications within this field will assist students to secure employment all around Australia and also to pursue an international career. Hospitality, Tourism and Event Management are industries offering a huge range and diversity of rewarding career paths.

For further market and industry information relating to your discipline, please refer to:

- www.deewr.gov.au
- www.jobguide.deewr.gov.au
- www.joboutlook.gov.au
- www.myfuture.edu.au
- www.skillsaustralia.gov.au
- www.skillsinfo.gov.au

Event Management

Careers for graduates with a qualification in event management exist with large government bodies responsible for national and international events, and also with smaller government and special interest associations responsible for events, such as the Melbourne International Comedy Festival. In addition, there are career opportunities with small to mid-sized organisations responsible for corporate and social functions. Event Managers are responsible for the overall organisation and management of conferences, festivals and events either within a venue such as a convention centre, sport stadium, hotel or theatre, or as an external independent event or meeting organiser/manager. Job prospects for Conference and Event Organisers are good, employment to 2014-15 is expected to grow very strongly.

Job titles may include the following:

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| • Conference Assistant | • Event Operations Assistant |
| • Conference Coordinator | • Exhibitions Assistant / Coordinator |
| • Event Administration Assistant | • Meeting and Conference Administrator |
| • Event Coordinator/Manager | • Venue Coordinator |

Hospitality

Careers for graduates with hospitality and tourism qualifications exist with food and beverage organisations as area or operations managers, in addition to roles in executive housekeeping, executive chef positions and café owner or manager jobs. Graduates can work in a wide variety of sectors, including hospitality, property services, health, manufacturing and community services. Job prospects for chefs, restaurant managers are

good, with employment to 2014-15 expected to grow strongly. Job prospects for hotel and motel managers/staff housekeepers are average, with growth to 2014-15 is expected to increase strongly.

Job titles may include the following:

- Area Manager or Operations Manager
- Bar Attendant
- Barista
- Bottle Shop Attendant
- Café Owner or Manager
- Caterer / Kitchen Hand
- Chef / Cook / Short Order Cook
- Executive Chef
- Executive Housekeeper
- Food and Beverage Attendant
- Food and Beverage Manager
- Hotel and Gaming Worker
- Hotel, Motel and Restaurant Manager
- Housekeeping Attendant
- Porter
- Receptionist of Front Office Assistant
- Rooms Division Manager
- Waiter/Waitress

Tourism

Graduates with tourism qualifications can find jobs in airlines, hotel accommodation, transport and travel consultancies, attractions and visitor services. Graduates of a tourism qualification from Swinburne are able to work as managers in any style of tourism business. Job prospects for tourism, travel advisers, tour guides and outdoor adventure are good, with employment to 2014-15 expected to grow strongly.

Job titles may include the following:

- Adventure Guide
- Travel Advisor
- Cultural / Driver Guide
- Local Guide/ Tour Guide
- Outdoor Recreation Guide
- Travel Agent

Further Education and Pathways

For a full list of credit pathways and requirements, see the Swinburne website:

www.future.swinburne.edu.au/pathways

For entry and admission requirements: www.swinburne.edu.au/courses

References and Relevant Websites:

- www.skills.vic.gov.au
- www.skillsinfo.gov.au/skills/IndustryInformation/Tourism/
- <http://www.skillsinfo.gov.au/skills/IndustryInformation/Accommodationandfoodservices/>
- <http://joboutlook.gov.au/Pages/default.aspx>
- www.tourism.australia.com/en-au/default.aspx

What help does Swinburne Careers and Employment offer?

Career Services

- Career Counselling for Students
- Plan Skills Development
- Career Seminars/Workshops for Students
- Resume and Cover Letter Checks daily at Hawthorn 1:30pm-2:30pm, please refer to website for other campus days.
- Interview Practice daily at Hawthorn at 3:00pm sharp, please refer to website for other campus days.

Career Resources

- Career Resource Library
- Job Search Handouts
- Interactive Career Planning
- What Can I Do With TAFE Qualifications/My Degree? (see website for resource)

SwinEmploy Employment Service

- All job advertisements for graduate placements, casual, vacation, part-time and full-time employment
- Links to employer websites
- Enables students to book online for events such as workshops, employer information sessions and interviews
- Access to Going Global (over 10,000 job vacancies listed across Europe, Asia-Pacific, UK and US. Global key employer directories, work permits & visa regulations, country-specific cultural & interviewing advice & more)

Download Careers and Employment job search handouts from SwinEmploy, including:

- Addressing Selection Criteria
- Assessment Centres
- Cover Letters or Letters of Application
- Curriculum Vitae or Resume
- Employer Expectations of Graduates
- Interviews - How to Plan, Prepare and Perform
- Informational Interviewing
- Job Hunting
- Networking: What Is It and How Do You Do It?
- Online Applications
- Psychometric Tests
- Skills and Attributes
- Thinking About Changing Your Course?
- Tips for facing the work environment and your first professional job

Careers & Employment

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