

WORKING IN AUSTRALIA

A Basic Guide for International Students

WELCOME
OPEN



How much work?

Typically, international students are entitled to work 40 hours maximum per fortnight while studying.

However, there is a temporarily relaxation of this restriction due to COVID-19. So now you are allowed to work more than 40 hours per fortnight to help fill the Workforce Australia shortage. This relaxation will cease at the discretion of the federal government.

How much pay?

Fairwork Australia sets out the minimum wage in Australia for all employees. The current minimum wage from July 2022 is \$21.38 p/h.

How to avoid exploitation

- 1 International students are entitled to the same basic rights at work as citizens.
- 2 You must be given a pay slip by your employer within one business day of getting paid.
- 3 You're entitled to get extra money known as penalty rates for working particular hours or days. Including:
 - weekends
 - public holidays
 - overtime
 - late nights shifts or early morning shiftsSome workplace arrangements can affect the payment of penalty rates.
- 4 It is not illegal to get paid in cash as long as your employer is reporting the taxes and paying into your superannuation account. Check your payslip to make sure these are actioned.
- 5 Money cannot be deducted from your pay if you accidentally break something at work or due to a shortage in cash registers.

WHAT YOU NEED TO APPLY FOR A JOB



Valid Visa

You can only work legally in Australia if you have a valid visa. Also, make sure to abide by the rules and conditions of the visa as set out by the Immigration department.



Bank Account

Most employers will usually pay your salary into your bank account. Make sure to have an account which can receive your pay.



Resume

You will need an Australian style resume for applying for jobs. A resume is a document that summarises your work experience, education, skills and achievement for your work.



TFN/ABN

You must get a tax file number (TFN) before you start working or an Australian Business Number (ABN) if you are a contractor. Check with your work if you're unsure.



Superannuation

You have a right to get 10.5% superannuation paid on top of your salary. Super is a compulsory retirement fund.



Cover Letter

A cover letter is a document you send with your resume that provides additional information about skills and experiences.

Who can help?

UQ Union:

[uqu.com.au/student-support](https://www.uq.edu.au/student-support)

Free employment advice is available to UQ students via Student Advocacy & Support.

Fair Work Ombudsman:

[fairwork.gov.au](https://www.fairwork.gov.au)

Provide free advice, support and investigations in relation to problems with pay, conditions, entitlements, discrimination, unfair management, policies and procedures, and work culture.



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we listened.

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