



TARANAKI

like no other

TARANAKI JOB HUNTERS GUIDE

CAREER AND CV SERVICES

Your curriculum vitae (CV) is your gateway to the next stage of the recruitment process and often your first opportunity to make a strong impression on potential employers. A well-crafted CV that effectively highlights your skills and achievements can set you apart from other candidates. Fortunately, there are numerous online resources and local experts available to help you create a CV that showcases your abilities and aligns with your career goals.

Careers New Zealand (NZ) website

The Careers NZ website offers jobseekers valuable resources, including a jobs database, career exploration tools, an online CV builder, and vocational pathways. Its comprehensive, user-friendly guidance and practical tools make it an invaluable resource for exploring and advancing careers in New Zealand.

Connected

Connected is an all-of-government website aimed at connecting New Zealanders to information and support for employment, education, and training.

They also offer free career advice over the phone or face-to-face through Connected Taranaki [here](#).

Purpose Careers

Access local, qualified, and experienced career advisors to assist you with your next step.

Seek

The Seek Career Advice website is designed to provide people with a variety of resources and tools aimed at enhancing their career development.

The Chamber Hub

A free service designed to connect people and businesses through employment and training. It helps by promoting job seekers to regional employers, providing constructive feedback on job applications, assisting in crafting effective CVs and cover letters, and offering valuable resources to guide you through your job search.

Venture Taranaki

Hear top job-hunting tips from Tim Carrington of Carrington Recruitment in the Ahead of the Curve webinar, hosted by Venture Taranaki.

The **'Get Work Ready guide'** by Venture Taranaki provides resources and tools to help you make the transition from studying to working.

Click the headings to visit the websites.



LEVERAGE NETWORKING TO LAND YOUR NEXT JOB

Studies show that up to 60% of jobs are secured through networking rather than traditional job advertisements. This makes leveraging your personal and professional networks a key strategy in your job search.

Top tips on turning 'it's not what you know but who you know' to your advantage:

Use Social Media Effectively

Platforms like LinkedIn and Facebook can be invaluable tools for job hunting. Update your profile to showcase your skills, achievements, and job preferences. Post a message asking your connections about potential opportunities or upcoming roles. If you're not active on these platforms yet, now is a great time to create an account.

Reach Out to Personal Connections

Tap into your existing network by talking to friends or family members working in other companies. Ask if they know of job openings or if they can pass on your CV to their HR department. Networking is a common and effective strategy, so don't hesitate to use it.

Promote Yourself in Social Circles

Make your job search known within your social groups, clubs, or hobbies—particularly if they involve relevant skills. For instance, members of a car restoration club might have industry connections that could lead to job opportunities.

Act on Leads Immediately

Whenever you hear about a potential job, follow it up without delay. Reach out to the company directly—whether by calling, sending an email, or visiting in person. Being proactive can set you apart from other candidates.

LOCAL NETWORKS

Building networks is one of the most effective ways to grow both personally and professionally. Whether you're connecting with like-minded individuals or exploring new opportunities, the following suggestions highlight just a small selection of ways to develop your network in Taranaki.

Taranaki Chamber of Commerce

The Chamber offers a variety of networking events, such as Business Connections and the Network of Trades, providing opportunities to meet professionals across different industries. By becoming a Friend of the Chamber, you gain access to these events.

Taranaki Young Professionals (TYP)

Designed for those in the first 15 years of their career, TYP organizes both professional and social events, fostering connections with other young professionals in the region.

Sport Taranaki

Sports clubs and events are a great way to meet people while staying active. Sport Taranaki provides information about various clubs and activities happening throughout the region.

Local Libraries and Councils

A great way to find out what's available to do in your community is to contact your local library or district council: **New Plymouth District Council**, **Stratford District Council** and **South Taranaki District Council**.

He Toronga Pakihi ki Taranaki (HTPKT) – Māori Business Network

HTPKT invites you to explore the dynamic world of indigenous businesses in Taranaki. They host hui and networking events designed to foster connections and promote Te Ao Māori values, supporting the growth and success of indigenous entrepreneurship. Experience the manaakitanga of whānau-owned ventures from around the maunga and become part of a movement that celebrates cultural and economic innovation.



WHERE TO FIND JOB LISTINGS

Jobs are advertised in several places, so it's worth keeping an eye on all the following. In most cases, you can set up alerts to send you an new jobs in your skill area, or region, or both are listed.

- The **Taranaki Jobs** website, facilitated by Venture Taranaki, lists vacancies in the region in one easy to find place.
- **Seek** is one of the key online job listing sites and is worth checking regularly. You can search listings by classification (industry), region, keyword and salary band. It's free to register and you can receive alerts about new jobs.
- The other main job listing site is **Trade Me Jobs**, which also offers a range of search options across region, industry, and salary.
- The **Government Jobs** website lists opportunities across all government departments.
- The **Ministry of Social Development** have their Kimi Mahi Mai Find a Job platform which are locally sourced jobs.
- There are also several companies who offer internship and graduate roles, check them out the **Venture Taranaki Internship page**.

RECRUITMENT AGENCIES

Using recruitment agencies can be a highly effective way to explore additional job opportunities and gain a foothold in companies you might not otherwise access. Often, this will involve a meeting where you discuss your career path, skills, and the roles you're looking for. Recruitment agencies tend to specialize in specific industries or job types, so selecting one or two that align with your desired sector can significantly improve your chances of success.

Below is a list of agencies in Taranaki, along with a brief overview of their areas of focus:

Adecco

For temporary and permanent placements in a range of industry sectors.

Allied Workforce (AWF)

For temporary staff placement into the labour, manufacturing, and trades industries.

GMA Consulting

Primarily recruits for executive level positions.

NES Fircroft

Technical and engineering recruitment specialists providing staffing solutions (permanent and contract) within energy, construction, chemical, IT and manufacturing sectors.

Onestaff

Recruitment for industrial, manufacturing and construction sectors.

Programmed

For temporary and permanent placements in a range of industry sectors.





SELF-EMPLOYMENT

Another option could be to start your own business. Venture Taranaki offer Startup and New Business Clinics which are a confidential, free, one-on-one 45-minute consultation with an experienced Business Advisor.

You will have the chance to ask any business questions, ranging from planning to sales and marketing.

These clinics are best suited to those at the idea stage, or in the first year of business.

Book online via **Venture Taranaki website**.

OTHER SUPPORT

A range of community support services are available to you and your family, offering information, support, advice, and referral services.

- **Migrant Connections** Help people who have recently settled locally or newcomers to the district to access the information and services they need to live and work in the Taranaki district.
- **Citizens Advice Bureau** offers free and confidential information, advice, and support service covering employment, Justice of the Peace, legal, budgeting, finance, and tax services, as well as emergency food assistance and consumer advice.
- **Community Budget Advisory Service inc.** This is a free confidential, non-judgemental budgeting service offered in Hawera and New Plymouth. Their service includes handy hints and tips on how to be proactive with your budgeting.

New Plymouth | Hawera

- **Engineering Taranaki Consortium (ETC)** will point you in the right direction when it comes to getting a job in the engineering industry, with a wealth of sector knowledge and extensive contacts.
- **Inland Revenue** provides information and services related to taxes and specific social policy services including Working for Families Tax credits, income tax, child support and student loans.
- **Work and Income** may be able to provide financial assistance if you're struggling to support yourself or family. This can include help if you're not currently working or if you are on a low income.

Your journey to your next opportunity begins with action. Use the resources in this guide to network, upskill, and apply for roles that match your goals. Taranaki offers a wealth of opportunities—now is your chance to seize them.

Whilst Venture Taranaki has made every effort to include all Taranaki organisations and companies currently trading, we are not claiming this list to be exhaustive and take no responsibility for any omissions. Venture Taranaki always recommends the use, advice and assistance of professional services to ensure you meet your obligations.



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