

WHEN YOU'RE LOOKING FOR WORK or starting out on getting into the workforce it could really help to get advice, or even some new skills, to help you get the kind of job you're hoping for. We've listed some of the places that might be able to help below.

Some of them can also help with information about jobs available now. Wellington-region newspapers (Wednesday and Saturday in the Dominion Post), the internet and recruitment agencies are also good places to look for jobs on offer. Sometimes, you might just hear about a possible job through talking to friends or others in your community.

▶ **Work and Income** provides work brokers, support to find work, apprenticeships and career advice, benefits, subsidies, working for families, childcare assistance, income assistance, training opportunities and employment assistance.

Ph 0800 559 009

Where? 162 – 164 Main Street, Upper Hutt

Email information@msd.govt.nz

www.workandincome.govt.nz

▶ **Career Services** provides information, advice and guidance to help with careers training and education.

Ph 801 5177 / 0800 222 733

Where? Level 4, CMC Building, 84 Courtenay Place, Wellington

Email careers@careers.govt.nz

www.careers.govt.nz

▶ **Earthlink Inc** offers paid work, work experience, employment training certificates and work-based training.

Ph 527 9900

Where? 24-26 Goodshed Rd, Upper Hutt

Email admin@earthlink.org.nz

www.earthlink.org.nz

▶ **Read Write Plus** offers free tuition in literacy, numeracy and other study support.

Ph 528 0286

Where? Community House 4, 18 Logan St
Upper Hutt

Email readwriteplus@xtra.co.nz

www.literacy.org.nz

▶ **McGirr Training** provides training programmes designed to help people enter into employment, develop practical employment skills, or continue with further training.

Ph 470 7670 / 0800 4 MCGIR

Where? Level 2, Intergen House, 126-132

Lambton Quay

Email info@mcgirr.co.nz

www.mcgirr.co.nz

▶ **Volunteer Hutt** is a job agency for volunteer work and volunteer training providing jobseekers with valuable experience and references.

Ph 566 6786

Where? Level 2, Hutt Dental Centre, 14 Laings Road, Lower Hutt

Email lhutt@volunteerwellington.org.nz

www.volunteerwellington.org.nz

▶ **Workforce Development** provides practical, flexible training and career development programmes.

Ph 0800 835 1014 / 5696356

Email study@workforce.ac.nz

www.workforce.ac.nz



COMMUNITY SERVICES

Upper Hutt City Council