



Regional  
Development  
*Australia*

W I D E B A Y B U R N E T T

# RDA JOBS

An online job matching service connecting skilled and qualified jobseekers with employers across the Wide Bay-Burnett region.



**SIGN  
UP  
NOW**

**FAST**

**FREE**

**EFFICIENT**

[www.rdajobs.com.au](http://www.rdajobs.com.au)





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# About RDA Jobs

RDA Jobs is a partnership between Regional Development Australia Wide Bay Burnett and 123 Jobs.

This **FREE** online job matching platform allows employers to post jobs and jobseekers are automatically matched with their skills, qualifications and experience across the sectors of;

- Retail and Hospitality
- Agriculture
- Resources and Mining
- Construction
- Transport and Logistics

It is not only quick and easy to use but **FREE** for both employers and jobseekers.

**Employers and Jobseekers now have a new tool to help access jobs across the Wide Bay-Burnett region**





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# EMPLOYERS

RDA Jobs is the fastest and most efficient method to find your next employee. Best of all it's **FREE**, saving you hundreds of dollars off traditional forms of recruitment.

**In 4 simple steps you will be registered, have your job posted and informed on how many jobseekers are your perfect fit.**

## STEPS:

**Step 1** Register – takes 5 minutes

**Step 2** Post Your Vacancy

*(Don't forget the code **rdajobs** at checkout to post for **FREE**)*

**Step 3** Suitable Jobseekers are immediately notified via text/email after the job is posted.

**Step 4** Interested Jobseekers will express their interest, making their profiles available for you to review and make contact for interview - it's that easy!

Where else can you  
post your jobs and  
find qualified and  
interested employees  
for **FREE**?



# JOB SEEKERS

Jobseekers register their online profile for **FREE**. When an employer posts a job the site automatically matches with the most suitable jobseekers and sends the jobseeker an email or SMS notifying them of the position.

If the job seeker is interested, RDA Jobs notifies the employer, who then initiates the formal interview process.

## STEPS TO REGISTER:

**Step 1** Enter into your browser: <http://www.rdajobs.com.au> and you will be taken to the 123Jobs account register page.

A screenshot of the RDA Jobs website's registration page. The page has a green header with the 'RDA Jobs' logo and navigation links. Below the header is a large green button labeled 'REGISTER'. The main content area is titled 'Create your account' and contains a registration form with fields for 'First name', 'Last name', 'Email address', 'Phone number', and 'New password for login and confirmation'. There are also checkboxes for 'I am applying for a job' and 'I am an employer', and a 'Send continue' button at the bottom.

**Step 2** Fill out your initial account details and create your new password. Once complete, press continue at the bottom of the registration form.

**Step 3** Fill out your candidate profile following the prompts until complete.

**You don't have to be unemployed to register as a jobseeker, you may just be interested in other jobs closer to home or more suitable.**

# WHAT'S NEXT FOR RDA JOBS - PHASE 2

The next phase of this project, due for completion in 2017, will look at identifying gaps in skills and qualifications within the region and direct candidates to the relevant training organisations to gain more targeted training options to help improve their career prospects.



RDA Jobs caters for all people, including people with disabilities or barriers who have skills, qualifications and experience in the sectors of:

- Retail and Hospitality
- Agriculture
- Resources and Mining
- Construction
- Transport and Logistics

Phase 2 will also see the inclusion of additional sectors such as;

- Health and Medical
- Education and Training
- Trades and Services

# LET THE RIGHT JOBSEEKERS FIND YOU

For further information please contact RDA WIDE BAY BURNETT:

Phone: **07 4124 2526**

Email: **info@rdawidebayburnett.org.au**

**Don't be the missing piece.....**

## **REGISTER NOW**



**[www.rdajobs.com.au](http://www.rdajobs.com.au)**