

The following is an example of a fairly good advertisement because it sets out the area of work and the skills the applicant should possess, as well as giving information on the working conditions. For your benefit, we have included additional notes to alert you to the things you should think about when you read an advertisement.

What does this symbol mean?
Where have I seen it before?

Graduate Analyst/Programmer in the computing section....would I need some software engineering?

Am I ready to start now?

Have I completed the required training?

GRADUATE ANALYST/PROGRAMMER

Due to the expansion of our organisation, we have an immediate vacancy for a graduate trainee in the Finance Division of our Company.

The applicant should have completed a mathematics degree with programming the major interest.

This is an excellent opportunity for a young person wishing to start a career in the computing field.

We are a progressive and expanding company offering ideal working conditions, staff canteen, off-street parking, staff purchasing facilities and a social club.

For further information please telephone Mr B Brown of the Personnel Department on 8212 4499 after 9.00 am.

ABC COMPUTERS
123 Megabyte Drive
Adelaide

Sounds as if they've got good facilities...and a social club - good if I want to meet more people.

Must phone right on 9 - I don't want to be late. I may miss out.

ABC Computers - What can I find out about them?

How do I apply?
WHO DO I RING?

What post-graduate courses are there that may help me in a career like this? I'll check at the careers service.

Would I have any transport worries getting there?

A career in computing. How does this suit my interests?