

## RECOGNISED INDUSTRY LEADER

With nineteen sites across the Illawarra, South Coast, Southern Ranges and ACT regions MBC has been recognised year after year as being the leader in the delivery of Government funded employment services by being awarded the coveted five star provider rating by the Australian Federal Government.

## RECRUITMENT SERVICES

- Recruitment services at no cost to you which will include the advertising of positions, screening of applications and shortlisting of applicants to ensure we are meeting your recruitment needs.
- MBC's Job Placement staff in your area who will work with you to identify your employment needs and develop plans for future recruitment.
- Pre-employment support from our staff which may include completing skills audits of job applicants, assistance with workplace modifications and customised training for applicants to prepare them for employment.
- Support from staff that is delivered in a timely and effective manner.
- MBC's office space to conduct job interviews and run training.
- MBC's secure portal to lodge vacancies and contact MBC Job Placement Officers directly.
- MBC's database of work ready job seekers, including those looking for full time, part time, casual and seasonal work.
- Support from specialist Indigenous Employment Consultants including providing connections with Indigenous services and local communities in a culturally appropriate manner
- Support from MBC staff to connect you to business mentors and support services.
- Staff who can assist with pre-employment, police and working with children checks.
- A range of suitable job seekers through our collaboration with other jobactive providers, including the delivery of large specialist projects.
- Post-placement support from our staff which will be negotiated to meet your needs and may include monthly contacts for the first 6 months of the placement, customised training in the workplace, wage subsidies and assistance with the purchase of essential work clothing or equipment.
- Support in the administration of employer wage subsidy claims including Restart, Youth, and Long Term Unemployed and Indigenous wage subsidies.
- Support and information in relation to Award Wages, Traineeships and Apprenticeships and training.

ILLAWARRA  
OFFICE  
LOCATIONS

### CORRIMAL

2 / 100 Railway Street  
Corrimal NSW 2518

**Phone:** 02 4284 8464

**Email:** [vacancies@mbcemployment.com.au](mailto:vacancies@mbcemployment.com.au)

### WOLLONGONG

Ground Floor, 156 Keira Street  
Wollongong NSW 2500

**Phone:** 02 4228 1255

**Email:** [vacancies@mbcemployment.com.au](mailto:vacancies@mbcemployment.com.au)

### SHELLHARBOUR

Ground Floor, 7 Minga Avenue  
Shellharbour City Centre NSW 2529

**Phone:** 02 4297 3580

**Email:** [vacancies@mbcemployment.com.au](mailto:vacancies@mbcemployment.com.au)

### WARRAWONG

Shop 127A, Gallery Level Westfield Shoppingtown  
Warrawong NSW 2502

**Phone:** 02 4274 3447

**Email:** [vacancies@mbcemployment.com.au](mailto:vacancies@mbcemployment.com.au)







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**PROVIDING PROFESSIONAL  
EMPLOYMENT SERVICES SINCE 1991**

MBC Employment Services has been a provider of Australian Government Employment Services since 1991. Since this time MBC has been empowering individuals to meet their personal and professional goals. We succeed in providing flexible and innovative support to ensure job seekers have the necessary skills to meet local industry and business needs.