



The second edition of this guide has been developed to showcase the incredible depth of opportunity available within the tourism industry in South Australia.

The guide:

- Lists a wide range of occupations directly - and indirectly - connected to tourism
- Highlights your potential career progression
- Provides in their own words the stories of people who have thrived within the tourism industry.

Can we help you? We welcome enquiries from students, parents, teachers, career counsellors, employers and industry stakeholders.

Limited copies of this guide have been

produced to reduce our impact on the environment and to improve sustainability. It is also available digitally via TiCSA's website. To obtain a hard copy or access to the e-publication, please contact TiCSA.

Please note that the information curated for this guide, including job roles, qualifications and resources, may change following its publication (June 2025).

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This guide was produced by the Tourism Industry Council South Australia (TiCSA), the peak body for South Australia's tourism industry.

To contact TiCSA, please email info@ticsa.com.au or call 8231 3085.

www.ticsa.com.au







South Australian Tourism Commission



# A Message from the Minister for Tourism

Tourism at its heart is about people and place, and we have the best of both.

South Australia is abundant in unique natural wonders, unforgettable food and beverage, and an events and festivals calendar that has something everyone can enjoy all year round – so why wouldn't you want to share what we've got with the world?

A career in tourism can take you so many places, from creating itineraries for international guests, cooking up a storm with the freshest regional produce, or even feeding the lions at the largest open-range park in Australia.

We invite visitors to discover and celebrate the simple pleasures that South Australians enjoy every day. Working in tourism here, you'll come to appreciate how good life is – whether it's sipping wine at a world-class winery just 30 minutes from the city centre, or gazing up at a sky full of stars on a clear night.

Being part of our tourism industry means making a real difference to our State. Tourism currently employs more than 41,600 people statewide – that means 1 in 25 workers is part of the diverse sector. That is three times as many jobs as the mining sector. And, we're working together to have a visitor economy worth \$12.8 billion by 2030.

Our tourism industry is going from strength to strength, and we want you to be a part of it – because just like South Australia's tourism industry, you have endless potential.

Hon Zoe Bettison MP
Minister for Tourism



# A Message from the Chief Executive Officer

This Careers in Tourism guide is an essential resource for anyone looking to step into the tourism industry or expand their career in tourism.

Tourism is a vibrant and growing industry in South Australia and when you work in tourism your office truly has no boundaries. Every day provides opportunity for reward and enjoyment, from creating world class experiences and delivering exceptional service through to passionately developing and sustaining outstanding destinations and businesses.

At the heart of it all is a love for who we are and where we live and sharing that with visitors from across the world. To travel, to explore new places, and connect with diverse cultures and people has been a passion that has shaped human nature for centuries.

Tourism Industry Council South Australia (TiCSA) is proud to work in partnership with industry and government to help cultivate tourism talent. This guide is designed to show you the wealth of careers and job roles that exist when you work in South Australia's tourism industry. Inside, you'll find details about the wide range of roles available, hear inspiring stories from professionals new to the industry and making their mark, as well as from those whose tourism career spans a rewarding number of years.

With tourism in South Australia looking brighter than ever, we need creative, motivated, and inspired people to drive our industry forward. We can't wait to welcome you to your future tourism office.

Shaun de Bruyn

TiCSA Chief Executive Officer





# **Our Supporters**

The Tourism Industry Council South Australia (TiCSA) acknowledges the support and contribution from industry, government and suppliers listed below.

This guide has been produced through a partnership with the South Australian Government. We recognise our graphic design, editing, print management and distribution partner, Boylen +.



































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# SA'S Vibrant Tourism Industry

Tourism is booming in South Australia and there are plenty of jobs available. In fact, the number of people directly employed in tourism in South Australia totalled 41,600 in the year ending June 2024.

By choosing a career in tourism, you'll be part of a sector that is critical to the state. We have set a goal to reach \$12.8 billion in visitor expenditure - and an additional 16,000 jobs - by 2030. One of those new jobs could be yours!

# Tourism in South Australia: A Snapshot



As of December 2024, tourism in South Australia had reached a record \$9.8 billion in international and domestic visitor expenditure.



As of May 2025, 6.5 million passengers passed through Adelaide Airport.



There are over 20,000 tourism businesses across the state, ranging from small to medium enterprises through to global corporations.



In 2023-24, total tourism employment (both direct and indirect) accounted for 71,500 employees statewide.



# Key Industry Stakeholders

## National

#### **Austrade**

The Australian Trade and Investment Commission (Austrade) is an Australian Government agency. Austrade delivers quality trade and investment services to businesses, accelerates growth in Australia's tourism sector and promotes Australia's education to the world.

#### **Tourism Australia**

Tourism Australia is the Australian Government agency responsible for attracting international visitors to Australia, both for leisure and business events. The organisation is active in 15 key markets and its activities include advertising, PR and media programs, trade shows and industry programs, consumer promotions, online communications and consumer research

# Australian Tourism Industry Council

Australian Tourism Industry Council (ATIC) is the national representative body for tourism. The role of ATIC is to provide leadership and industry representation through a national voice for tourism, and to manage national industry development programs, including the Australian Tourism Awards and Quality Tourism Framework.

# Australian Tourism Export Council

Australian Tourism Export Council (ATEC) is the peak industry association for the Australian inbound tourism industry sector. ATEC connects and grows the commercial networks of members engaged in the international tourism industry. ATEC facilitates commercial connections, and advocating to government for support and removal of impediments to growth to broaden export opportunities.

#### State

# South Australian Tourism Commission

The South Australian
Tourism Commission (SATC)
is a statutory authority
of the South Australian
Government. SATC's
purpose is to assist in
securing economic and
social benefits for the state

through promoting South Australia as a tourism destination including the promotion of events and festivals and the further development and improvement of our state's tourism industry.

# Tourism Industry Council South Australia

The Tourism Industry
Council South Australia
(TiCSA) is a not-for-profit,
member-based organisation
and the peak body for South
Australia's tourism industry.
TiCSA's purpose is to build
capabilities, advocate
for, and bring together
South Australia's diverse
tourism industry to enable
a sustainable and growing
visitor economy.

# South Australian Aboriginal Tourism Operators Council

The South Australian
Aboriginal Tourism
Operators Council
(SAATOC) is an
independent, professional
tourism association
specifically for Aboriginalowned tourism businesses.
SAATOC is the peak
representative authority for
Aboriginal Tourism in South
Australia.

The SAATOC interim Board was formed in September 2023. SAATOC provide business development, promotion and advocacy that support and grows Aboriginal tourism and Aboriginal tourism businesses.

# Regional

# Regional Tourism Organisations (RTOs)

South Australia's Regional Tourism Organisations support the development and marketing of tourism products and experiences within their region, to grow awareness and visitation.

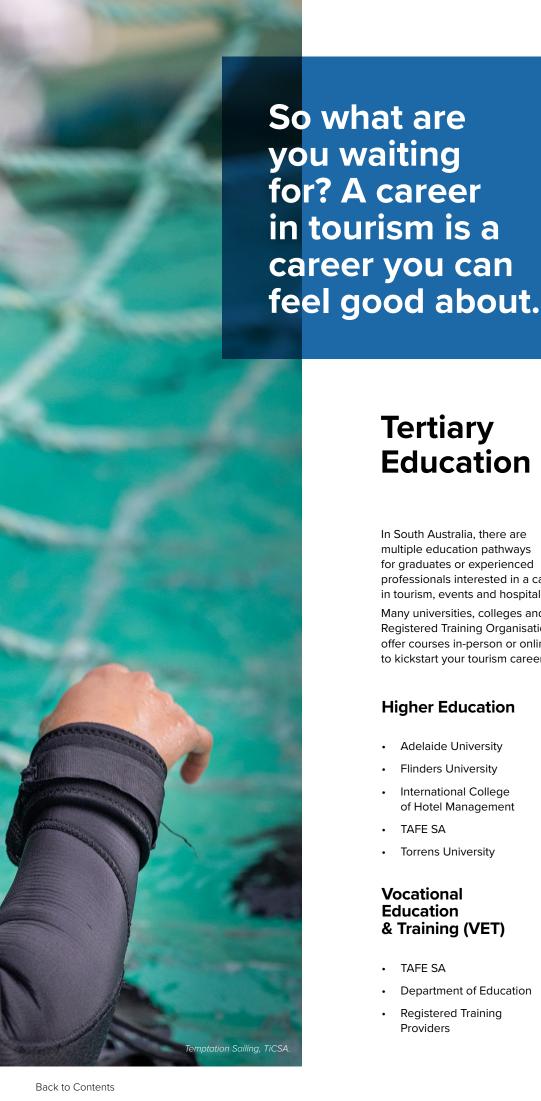
For more information on the regions, please refer to the South Australian Tourism Commission's website -

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www.tourism.sa.gov.au

Back to Contents Key Industry Stakeholders





# **Tertiary Education**

In South Australia, there are multiple education pathways for graduates or experienced professionals interested in a career in tourism, events and hospitality.

Many universities, colleges and Registered Training Organisations offer courses in-person or online to kickstart your tourism career.

# **Higher Education**

- Adelaide University
- Flinders University
- International College of Hotel Management
- TAFE SA
- **Torrens University**

# Vocational **Education** & Training (VET)

- TAFE SA
- Department of Education
- Registered Training **Providers**









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**Tertiary Education** 



Images: All images supplied by TiCSA. (Left) Cumulus, (Top Right), Temptation Sailing and (Bottom Right) Eos by SkyCity.

# The Future of South Australian Tourism

The tourism industry is continuously evolving. That's what makes it such an exciting career.

Tourism sectors where it is forecast there will be even greater demand and investment into the future are:

## **Aboriginal Tourism**

Australia is home to the oldest living cultures on earth and Aboriginal tourism experiences offer a deep connection to place and people. Aboriginal tourism involves a range of experiences, from song, music and dance to guided tours and culturally enriched hospitality.

Every part of South Australia is Aboriginal Country, and every part of that Country has a series of stories and experiences that are unique to it. Aboriginal tourism experiences, products and services can connect visitors to Country and culture, as well as sustain cultural knowledge, heritage and practices. In South Australia we are growing Aboriginal tourism with authenticity at the centre, ensuring that Aboriginal cultural stories are owned and shared with visitors by Aboriginal people.

## **Inclusive Tourism**

Inclusive tourism, where everyone feels truly welcome and able to participate, is an increasing expectation of all visitors.

Ensuring destinations, products and services are accessible to everyone, regardless of their age, physical limitations or disabilities, is a priority for the tourism industry. The domestic accessible tourism sector is worth an estimated \$6.8 billion, with 1 in 5 of the Australian population requiring accessible tourism experiences and services. Paired with demand from international visitors, accessible travel and tourism provides significant benefit to the tourism industry overall and presents

6 The Future of South Australian Tourism Back to Contents



Images: All images supplied by TiCSA. (Left) Eos by SkyCity, (Top Right), Adelaide
Biplanes, (Middle Bottom) Adelaide Airport and (Bottom Right) RAA.

ongoing growth opportunities especially as Australia prepares to host the Paralympics in 2032.

Inclusive tourism also extends to ensuring that visitors from diverse cultures and beliefs are welcomed and their needs met, and LGBTIQ+ people are able to express themselves authentically and without hesitation.

#### **Regenerative Tourism**

South Australia is place of diverse and impressive natural environments, unique wildlife and cultures. With our state's strong sustainability credentials, especially in renewable energy and recycling, South Australia has what it takes to be a leader in regenerative tourism.

A regenerative approach seeks to reduce the impact that tourism has on the whole ecosystem (economic, social, environmental). It extends the concept of sustainability beyond protecting and doing no harm to being a force for good; leaving places, communities and the environment better than we found them. The future of tourism relies on a regenerative approach to the creation and delivery of tourism experiences and businesses. The impact of tourism is becoming increasingly important in the visitor decision-making process, with 75% of global travellers saying that environmental impact plays a role in their decisions.

#### **Events & Festivals**

Events and festivals are embedded in the DNA of South Australia and are a crucial part of the South Australian visitor experience. South Australia's Major Events and Festivals generated more than \$560 million in 2024 – and this isn't including the many smaller

regional events that support local communities. The growth of this sector offers a broad pathway for those wanting to explore exciting career opportunities. Events, small or large, require significant labour input which attributes to multiple industry sectors coming together to deliver a successful event. From food and beverage professionals, audio and visual technicians, and entertainers, to marketing and public relations professionals, business and financial strategists and volunteers, there are many ways to grow a career in tourism through the events and festivals sector.

Business events are also important to South Australia.

Our state is well recognised for its quality business event infrastructure and consistently attracts conventions, meetings, exhibitions and special events to Adelaide and across the state.

#### Other Sectors

Cruise: The cruise industry has been the fastest-growing visitor economy sector in South Australia over the past decade. There were more than 119 scheduled cruise visits to South Australian ports and anchorages during the 2024-25 cruise ship season, including several expedition vessels.

Agritourism: Defined as a form of experiential travel which visitors engage with people or product from a farm, including native vegetation and aquamarine environments. With a reputation for premium produce, South Australia is well placed to capitalise on the agritourism opportunity.

Wellness: One of the fastest growing tourism sectors globally, wellness tourism is travel for the purpose and pursuit of maintaining and enhancing one's personal health and wellbeing.

# Industry Sectors

Many of the careers and job roles in this guide exist in multiple sectors within the industry. For example, a chef might work in Accommodation, Food & Beverage, Attractions or Travel. Or a tour guide might find themselves working in South Australia in Tourism & Information, Travel or Attractions.

There are 7 sectors featured in this guide. Use the badges to see where you could find yourself working throughout your career.



**Accommodation** 



**Attractions** 



**Events** 



Food & Beverage



Skilled Trades



Tourism & Information



Travel



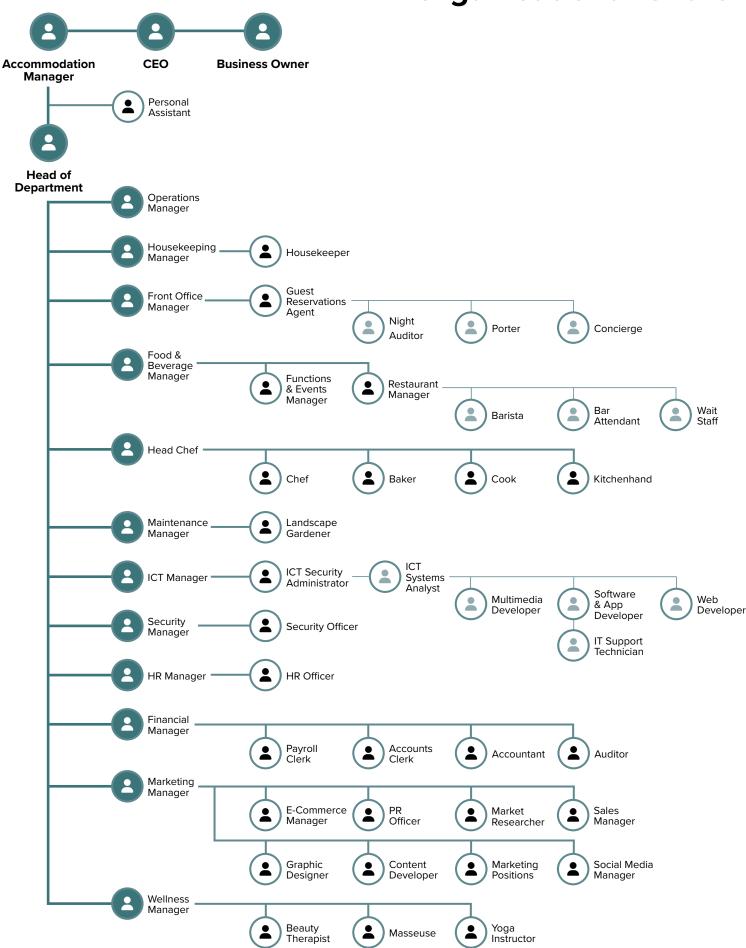
# **Accommodation**Sector



The Accommodation sector is responsible for providing South Australian visitors a home away from home. It encompasses a range of properties including B&Bs, backpackers, caravan-holiday parks, farm stays, hosted accommodation, hotels, motels, houseboats, self-catering, serviced apartments and unique accommodation.



# Accommodation Organisational Chart



# **Attractions**Sector



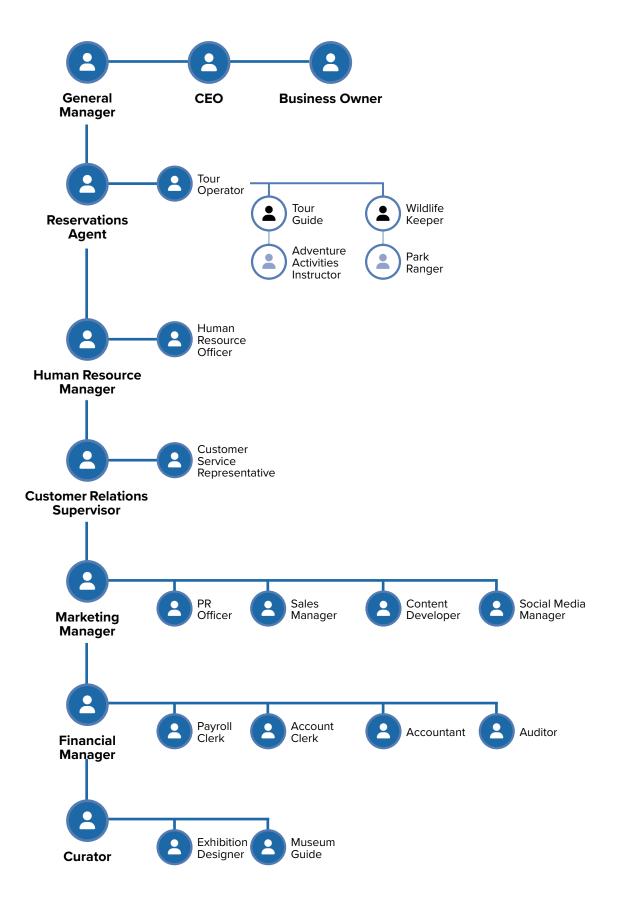
The Attractions sector is a core component of tourism, attracting interest from intrastate, interstate and international visitors. From zoos and museums to cultural, historical and natural sites, attractions entertain and educate visitors.



# **Attractions**

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# **Organisational Chart**



# **Events**Sector



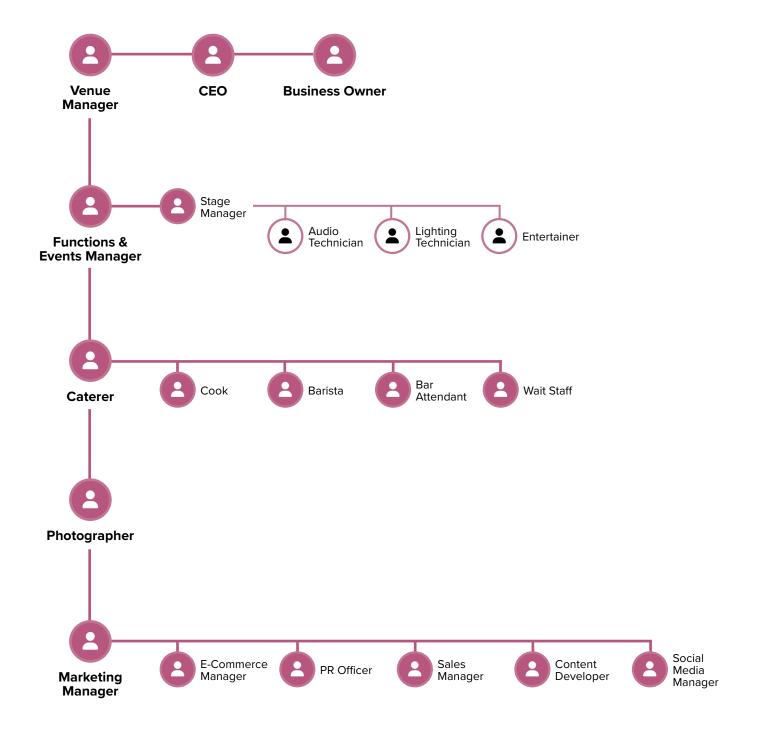
Events are not just exciting, they significantly contribute to the South Australian visitor economy. They provide visitors with an opportunity to experience the state via an exciting year-round calendar of activities, including major sporting events, arts and cultural festivals, business gatherings and community events. For more information on the expanse of careers available in the events and festivals sector, visit https://industry.festivalcityadelaide.com.au/skills-and-careers/festival-event-industry-career-guide/



# Events

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# **Organisational Chart**



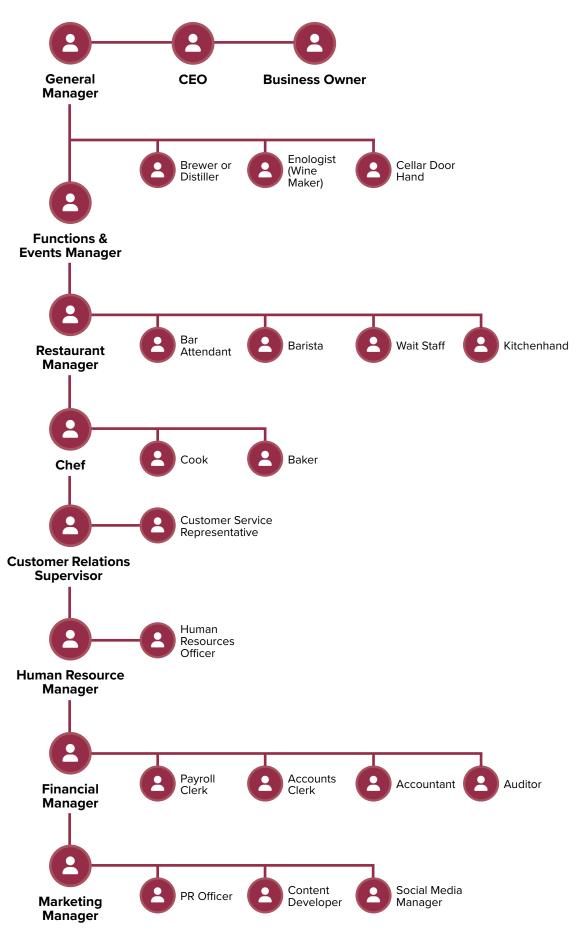
# Food & Beverage Sector



The Food & Beverage (F&B) sector is noted for its passion, professionalism – and fun. People in this sector create, distribute and serve the best of South Australia's food and beverage (alcoholic and non-alcoholic) to visitors every day in restaurants, cafes, caterers, cellar doors, distilleries and breweries, local producers and manufacturers.

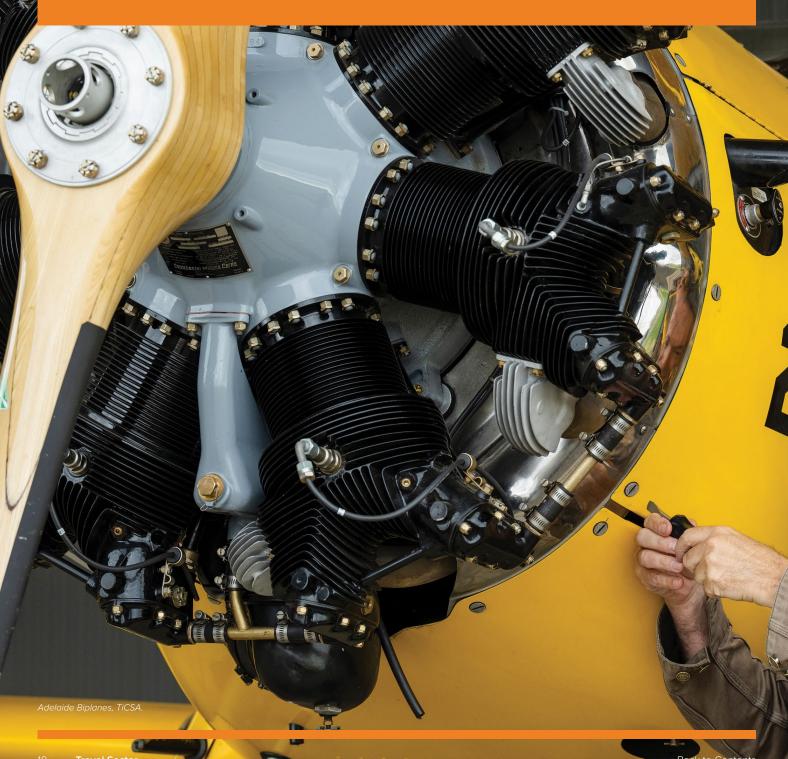


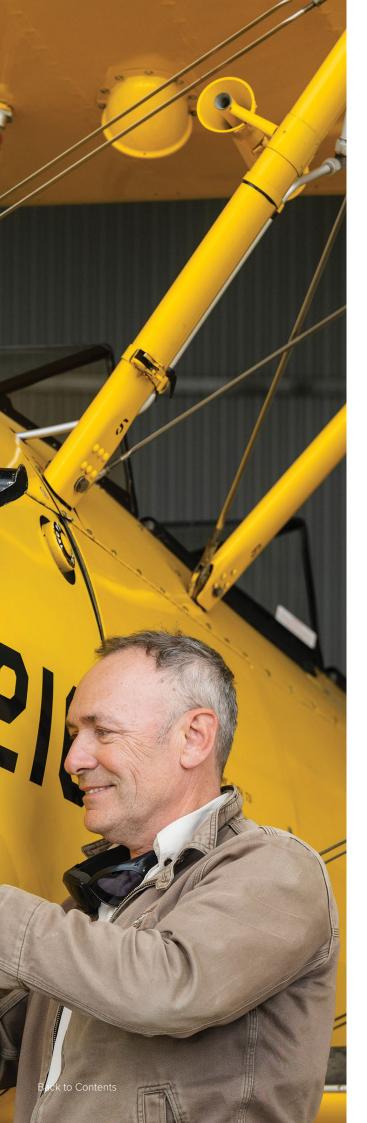
# Food & Beverage Organisational Chart



# **Travel** Sector







# Travel **Organisational Chart**



# Tourism & Information Sector



The Tourism & Information sector provides both visitors and operators alike with the insight they need to experience the best South Australia has to offer. This sector includes careers in consultancy and development, as well as visitor information services.





# Tourism & Information Roles





Aboriginal Tourism Advisor

Lecturer







Tourism Development Officer



Business Development Manager



Urban & Regional Planner



Consultant



Visitor Information Officer



Destination Manager



Vocational Education Trainer





Workforce Planning Manager

# **Skilled Trades**Sector



The Skilled Trades sector, including occupations such as maintenance, building, plumbing, engineering, provide essential services to the tourism industry to keep operations in tip top shape. There is a need for skilled trades workers across the tourism industry, with a wide breadth of work available.





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A jobs, career and

A jobs, career and training destination for Australian Tourism, Hospitality, and Travel.

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Image Credit: Tourism Australia





# Aboriginal Tourism Advisor

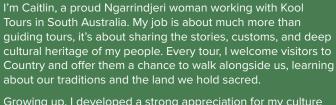
Collaborate with Aboriginal leaders and communities to deliver experiences and programs that empower Aboriginal peoples and cultures. Facilitate positive connections with local communities.

# Responsibilities

- Provide cultural leadership, expert advice and support
- Ensure organisations and businesses are informed of and adhere to Aboriginal cultural issues, protocols and opportunities
- Develop cultural engagement strategies, concepts and proposals, and lead consultation and community liaison
- Deliver cultural awareness training
- Assist organisations to deliver employment opportunities, including recruitment and providing assistance, leadership and support to Aboriginal staff.

## **Education Pathways**

Undergraduate Degree



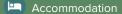
Growing up, I developed a strong appreciation for my culture and knew I wanted to share it with others. Tourism gave me the perfect path to do just that. Through my work, I get to teach and learn and each tour is a two-way journey of knowledge. Visitors come with questions and curiosity, and I gain new perspectives with every conversation.

My 'office' is the bush, the coast, the open air. I love the freedom of working outdoors and connecting people to Country. What might surprise people is how much personal learning and growth happens in this job; it's as enriching for me as it is for those I guide.

To any Aboriginal person thinking about tourism, our voices are powerful, and our stories matter. This industry needs us.

My dream is to see more of our people leading tours, managing businesses, and sharing culture in their own way. There's no better way to connect, grow, and inspire than by choosing tourism.

#### **Relevant Sectors**

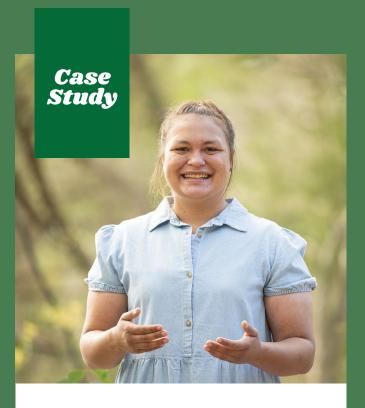


Events

Food & Beverage

Tourism & Information

Trave



Caitlin Koolmatrie **Tour Guide**Kool Tours

# **Accommodation** Manager

Responsible for the operation, presentation, customer experience and profitability of an

# Responsibilities

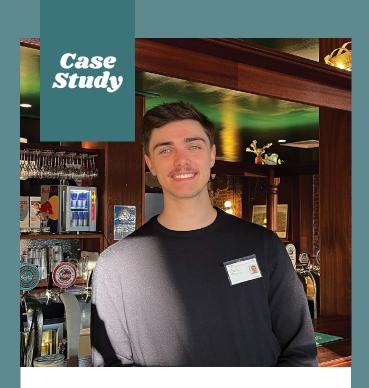
- Manage daily operations including reservation, and housekeeping
- to maximise efficiency
- Build relationships with key stakeholders, including customers, employees, contractors, government bodies, online travel agencies and industry
- Monitor and manage financial reporting and
- Ensure compliance with government legislation and occupation health and safety across property operations
- Monitor and manage staff performance and facilitate training
- customer complaints

# **Education Pathways**

- SIT50422 Diploma of Hospitality Management
- Undergraduate Degree

#### **Related Roles**

- Hotel Manager
- Resort Manager
- Motel Manager
- Hostel Manager



Mitchell Cant **ICHM Graduate** 

I graduated from the International College of Hotel Management (ICHM) in 2024 with a Bachelor of Business (Hospitality Management). Originally from Renmark, my passion for hospitality began early - I started out as a glassie at the Riverland's only pop-up nightclub.

My career began at the Britannia Hotel, and it was during an ICHM Discovery Day, after visiting the Oval Hotel, that I was inspired to pursue an internationally recognised qualification to move into management.

ICHM's three-year degree offered the perfect balance of academic study and real-world experience, with six months of while completing my studies.

After my first semester, I worked as a concierge at EOS in Adelaide, where I learned the nuances of corporate hospitality - shifting from casual greetings to a more professional approach, and developing an eye for the details that make a guest experience truly memorable. My second placement took me to the Lake District in the UK. The long shifts and wide-ranging experiences there helped me accumulate enough hours to qualify for Recognition of Prior Learning (RPL) and graduate early.

At ICHM, we were encouraged to dream big and pursue roles, brands and paths that aligned with our individual goals. Through my experiences, I discovered that while five-star hospitality offered invaluable lessons, my true passion lies in South Australian pub ownership. Thanks to the skills, insights and global perspective I gained at ICHM, I feel well-equipped to pursue that dream.

My journey reflects ICHM's commitment to empowering students with the tools they need to build successful careers in hospitality - wherever their interests may lead.

## **Relevant Sectors**



Accommodation

# **Accountant**

**Accounts Clerk** 

Provide services such as financial management and reporting, compliance requirements and advice to inform business planning and decision making.

Provide day-to-day financial management, including routine invoicing and billing, credit card reconciliations, reporting and budgeting.

# Responsibilities

- Monitor and examine operating costs, income and expenditure
- Assist in formulating business budgeting and financial management policies
- Provide oversight and compliance for company tax obligations
- Prepare financial statements and assist in financial reporting for presentation to key stakeholders

## **Education Pathways**

- FNS50222 Diploma of Accounting and Bookkeeping
- · Undergraduate Degree

#### **Related Roles**

· Accounts Clerk

# Responsibilities

- Calculate, analyse and investigate the costs of proposed expenditure, wages and standard costs
- Allocate expenditure to specified budget accounts
- Prepare reports of total costs, inventory adjustments, selling prices and profits
- Compile cost data for preparation of operating budgets, and profit and loss calculations

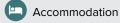
# **Education Pathways**

- FNS50222 Diploma of Accounting and Bookkeeping
- Undergraduate Degree

#### **Related Roles**

Accountant

#### **Relevant Sectors**



**Attractions** 

Events

Food & Beverage

Tourism & Information

Travel

#### **Relevant Sectors**

Accommodation

**Attractions** 

Events

Food & Beverage

Tourism & Information

Travel

# **Adventure Activities** Instructor

Facilitate adventure-based activities for recreation and education. Activities may include, hiking, high rope challenges, mountain biking and more.

## Responsibilities

- Plan and supervise groups involved in
- Greet participants and provide induction on
- Demonstrate and provide instruction in the use of equipment and techniques
- Answer participant questions and maintain knowledge about the local area/region
- Set up and maintain
- Conduct activities in a safe manner and minimise risk where
- Respond to emergencies and provide first aid
- Maintain written reports of daily activities administrative work

# **Education Pathways**

- SIS50421 Diploma of
- SIS30321 Certificate III in Outdoor Leadership
- SIS40221 Certificate IV in Outdoor Leadership
- Individual skills set for activities are acceptable in the industry.

## **Related Roles**

- **Bushwalking Instructor**
- Abseiling and Climbing
- Caving Instructor
- Kayaking Instructor
- High Ropes Challenge
- Mountain Bike Instructor
- **Snorkelling Instructor**
- **Surfing Instructor**
- Sailing Instructor

# **Relevant Sectors**

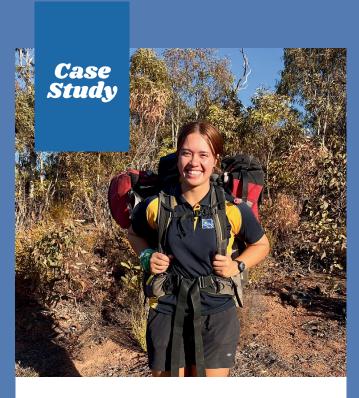


**Attractions** 



**Tourism & Information** 





Katherine Evans **Outdoor Adventure Instructor** 

The Wilderness Group

At the start of 2025, I joined the team at Wilderness Escape Outdoor Adventures, an incredible way to kick off my career as an Outdoor Adventure Instructor. Prior to joining the Wilderness team, I completed a Diploma of Outdoor Leadership at TAFE SA, which gave me both the technical know-how and the confidence to dive into this industry head-first.

What I love about this job is that no two days are the same. One day I might be kayaking through the Coorong and the next, leading a bushwalk in the Flinders Ranges, or running a rock-climbing session. I get to work with a variety of people from school groups to international tourists - which keeps things fresh and exciting.

The variety is amazing, but it's the people that really make this role special. The Wilderness team is incredibly welcoming and supportive. There's a genuine sense of camaraderie and shared passion for the outdoors, which helps make every day enjoyable.

This role has also allowed me to continue growing my skills and gain additional qualifications in the outdoors, all while working - helping me build a long-term career.

Being outdoors, doing hands-on work and helping others connect with nature, it doesn't get much better than that!

If you're considering a career in Outdoor Education or Adventure Tourism, my advice is simple: just get involved. You don't have to know everything to get started. Say yes to opportunities, keep learning and enjoy the ride - it's truly one of the most rewarding industries.

# Airport Passenger Officer

Provide customer-related services to incoming and outgoing airport visitors, including check-in and boarding, information and directions, locating lost luggage and assisting individual passengers.

# Responsibilities

- Assist with passenger check-in, including issuing tickets, verifying travel documents, allocating seats, checking baggage size and weight
- Provide directions to immigration and departure gates, as well as additional information about flight departure and immigration procedures
- Answer passenger enquiries and help resolve any complaints
- Help passengers requiring special assistance or consideration, such as VIPs, elderly passengers, people with disabilities, parents with infants and unaccompanied minors
- Ensure security measures are maintained and adhered to at all times

# **Education Pathways**

- AVI20219 Certificate
   II in Aviation (Ground
   Operations and Service)
- AVI30319 Certificate III in Aviation (Ground Operations and Service)

#### **Related Roles**

 Airport Customer Service Agent

# Air Traffic Controller

Maintain and manage incoming and outgoing aircraft to ensure the safe and orderly flow of traffic in Australian and international airspace.

## Responsibilities

- Use radar to control and monitor aircraft movements and maintain radio contact with pilots to keep aircraft separated and safe
- In case of an emergency, aid and inform pilots and emergency services
- Ensure aircraft operate only on prearranged routes and at approved altitudes and provide pre-flight briefings and aeronautical services

# **Education Pathways**

 AVI50115 Diploma of Aviation (Air Traffic Control)

#### **Relevant Sectors**



Tourism & Information



#### **Relevant Sectors**



Tourism & Information



Travel

# **Audio Technician**

Provide audio visual (AV) and music through the operation of technological equipment during an event, festival, production or performance. Also known as Sound Technicians.

## Responsibilities

- Setting up, operating and dismantling sound equipment
- Testing audio equipment to ensure all connections are made in volume, tone and clarity
- Work with the producer/ manager to gain the desired sound quality
- Maintain and repair audio equipment
- Run sound checks before a performance/event
- Manage the sound desk and equipment during the performance/event, adjusting sounds and volume where necessary

**Education Pathways** 

- CUA31020 Certificate III in Screen and Media
- CUA40420 Certificate IV in Live Production and **Technical Services**

#### **Relevant Sectors**



Attractions

**Events** 

# **Auditor**

Responsible for tracking cash flows and accounts to ensure accurate recording, protection of key assets and responsible financial recording in business and the industry. Conducts audits of financial activity.

## Responsibilities

#### Prepare and develop audit objectives, plans and scope

- Gather data related to the organisation (i.e. staff interviews, document reviews, onsite inspections)
- Stay current on industry trends and best practices
- Help develop and maintain internal audit procedures and risk assessments
- Ensure compliance with legislation as well as the organisation's plans, policies and standards,
- Ensure accuracy of financial recording
- Prepare audit reports and identify areas for improvement
- Follow up on any audit recommendations made

# **Education Pathways**

Undergraduate Degree

#### **Relevant Sectors**



Attractions

**Events** 

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Audio Technician | Auditor Back to Contents

# **Baker**

Prepare and create pastry, bread and sweet products for sale in a storefront, service in a restaurant or accommodation provider, or catering for events.

# Responsibilities

- Mixing, preparing and baking bread and pastries
- Managing supply of raw materials and baking stock
- Preparing bread and pastry for display
- Developing and crafting new product
- Operate, maintain and clean heavy machinery (i.e. slicing and wrapping machines)
- Ensure compliance with WHS obligations and hygiene
- Serve customers where necessary

# **Baggage Handler**

Work at airports providing under-wing services to aircraft, managing and moving baggage and cargo.

# Responsibilities

- Guiding aircraft to and from the landing strips and gates
- Loading and unloading aircraft cargo, baggage and mail
- Handling machinery and operating ground support equipment
- Delivering baggage for passenger collection and unloading baggage on to a conveyor system
- Perform cabin maintenance and cleaning
- Adhering to all WHS requirements

# **Relevant Sectors**

**Education Pathways** 

FBP30321 Certificate III

FBP30421 Certificate III

in Cake and Pastry

in Bread Baking



**Events** 

Food & Beverage

**Relevant Sectors** 



Tourism & Information

Travel

Baker | Baggage Handler

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#### **Bar Attendant**

Serve customers and prepare drinks for consumption in licensed venues and at events.

#### Responsibilities

- Serve customers in a friendly and polite manner
- Retain in-depth knowledge of the beverage menu
- Pour and mix alcoholic and non-alcoholic drinks such as beer, cocktails, mocktails, soft drinks.
- Handle money and manage a POS system
- Collect glassware, clean and service the bar and tables in between customers
- Maintain workplace hygiene and WHS
- Hold a Responsible Service of Alcohol certificate
- Switch and tap kegs as necessary, and maintain/ replenish bar stock

#### **Education Pathways**

- SIT20322 Certificate II in Hospitality
- SIT30622 Certificate III in Hospitality
- Responsible Service of Alcohol (RSA)

#### **Relevant Sectors**



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SkyCity Adelaide is one of South Australia's largest employers of hospitality staff with over 1,300 employees working across 300 different types of positions. The variety of roles available across our business is extraordinary, with opportunities to develop and broaden your experience throughout your career.

SkyCity Adelaide is South Australia's only fully integrated entertainment venue, home to a world-class casino, award-winning bars and restaurants, a 120-room luxury hotel, spa and wellness centre. Our venues, production kitchen, support and corporate offices are all located in the Adelaide Riverbank Precinct, heart of one of the world's most liveable cities.

Learn more at www.skycitycareers.com/adelaide



Back to Contents Bar Attendant 33

## **Barista**

Prepare and serve hot and cold beverages to customers in restaurants, cafes, accommodation venues and at events.

**Education Pathways** 

SIT30622 Certificate

III in Hospitality

#### Responsibilities

- Serve customers in a friendly and polite manner
- Prepare espresso-based drinks, hot beverages and cold beverages
- Operate and clean coffee machine, grinder and other equipment regularly
- · Replenish stock regularly
- Retain in-depth knowledge of the beverage menu
- Handle money and manage a POS system
- Collect glassware, clean and service the counter and tables in between customers
- Maintain workplace hygiene and WHS

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## **Brewer or Distiller**

Involved in the beer or spirit making process.

Prepare ingredients for brewing, monitoring fermentation, pH values and temperatures to create quality beer and spirits for bottling and packaging.

#### Responsibilities

- · Mix and brew ingredients
- Bottle, label and package product
- Maintain WHS and hygiene requirements by sterilising and cleaning equipment and work areas
- Monitor the temperature, pH and quality of beer and spirits
- · Maintain record of stock

#### **Education Pathways**

- Certificate III in Food Processing with a focus on Micro Brewing
- Undergraduate Degree

#### **Relevant Sectors**



**Events** 

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Barista | Brewer or Distiller Back to Contents

## Business Development Manager

Responsible for the growth of their organisation through development of strategic goals, key stakeholder relationships, new business opportunities and constant evaluation of market position and conditions.

#### Responsibilities

- Promote and develop the business's value proposition and product
- Develop and execute business strategy and development plans to achieve performance targets and objectives
- Conduct research and stay current with changing markets, customer needs and industry trends
- Manage and retain key stakeholder relationships
- Identify new business opportunities and identify areas for business capability development
- Keep accurate records of business activity and financial activity
- Provide training opportunities and mentoring to staff

#### **Education Pathways**

- BSB30120 Certificate III in Business
- BSB40320 Certificate IV in Entrepreneurship and New Business
- BSB50120 Diploma of Business
- Undergraduate Degree

Case Study

Catherine Hughes **Business Development Manager**Sydney Opera House

Combining the knowledge from my university degrees on Tourism management, and brand and marketing management, I oversee the strategic and sustainable growth of UK and Europe tourism markets, and online travel agencies, at the iconic Sydney Opera House.

Through this role, I blend traditional international distribution channels and new technologies to drive visitation and growth in the visitor economy, attracting and selling Sydney Opera House tours and experiences to travellers.

My studies at the University of South Australia\* proved instrumental in accelerating my career. It is where I formed my multifaceted skillset, spanning digital marketing, brand management, project coordination and strategic planning.

I took up the University's career-building opportunities of internships, international exchange programs, mentorship initiatives and student committees. These experiences enhanced my general knowledge, provided practical experience and grew my professional network that continues to open doors in my career.

The University's global connections are invaluable. These connections range from the exchange program that took me to the UK to study international tourism value chains, to the world-class guest lecturers who brought thought-provoking industry insights directly to Adelaide.

The Business Career Mentor Program also connected me with mentors whose advice and guidance continue to be invaluable as I navigate challenges in my career. I have developed a strong network including industry leading CMOs, CEOs and Corporate Directors.

\*In 2026, the University of South Australia will merge with the University of Adelaide to launch the new Adelaide University.

#### Relevant Sectors



**Attractions** 

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Trave



## **Business Owner** or Entrepreneur

Owner of a business that provides goods and services to the tourism industry. Entrepreneurs see opportunities to produce and deliver new and improved tourism goods and services.

#### Responsibilities

- Develop a business plan and marketing plan
- Create a vision and mission for the business
- Provide a refined product or service in an area of tourism
- Hire employees and provide training in product knowledge and customer service
- Manage the day-to-day operations of the business
- Develop promotional material and collateral
- Ensure all financial and legal obligations are met

#### **Relevant Sectors**

Accommodation

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**Skilled Trades** 

## **Captain**

Manage and oversee the transportation of passengers or cargo on boats, ships or other marine vessels.

#### **Education Pathways**

 Relevant Certificates of Competency (dependent on type of vessel)

#### **Related Roles**

- Coxswain
- Master
- Skipper
- procedures and direct passengers/crew appropriately on safety requirements

Responsibilities

Plan routes and manage

Steer and operate vessels

operational requirements

navigation of vessels

Plan and coordinate

maintenance and

Abide by safety

of vessels

- Monitor weather conditions
- Manage crew on board to perform necessary tasks

## and other establishments.

Organise and manage food service at events

#### Responsibilities

Caterer

- Discuss catering requirements and specifications with clients
- Form and obtain contracts for catering
- Plan menus and source ingredients
- Secure transport to and from locations
- · Prepare and serve food
- Aid with set up and clean up, abiding by WHS and hygiene requirements
- Coordinate and supervise service activity and workers
- Keep accurate financial records
- Manage customer reviews and complaints where necessary

#### **Education Pathways**

 SIT50422 Diploma of Hospitality Management

#### **Related Roles**

- Chef
- Cook
- Wait Staff
- Bar Attendant
- Barista

#### **Relevant Sectors**



Tourism & Information



#### **Relevant Sectors**



Accommodation



**Events** 



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## **Cellar Door Hand**

## **CEO (Chief Executive** Officer)

Sell and promote a winery's products to people who visit a cellar door.

The highest-ranking executive in an organisation who manages the overall performance, resources and operations.

#### Responsibilities

#### Perform daily tasks, including stocking wine, labelling, processing transactions and packing orders

- Conduct general housekeeping duties, kitchen duties and food preparation when and if necessary
- Host wine tastings and provide an engaging visitor experience
- Maintain knowledge about the winery's wine, history and culture
- Maintain workplace hygiene and WHS
- Hold a Responsible Service of Alcohol certificate

#### **Education Pathways**

Responsible Service of Alcohol (RSA)

#### Responsibilities

- Make high-level decisions about policy and strategy
- Develop and implement operational policies and a strategic plan
- Report to a board of directors
- Provide leadership and act as the primary spokesperson for the organisation
- Develop the organisational cultural and overall vision
- Help recruit new staff when necessary
- Oversee the organisation's financial activity
- Work and collaborate with senior stakeholders
- Ensure all legal and regulatory requirements are met and documented

## **Relevant Sectors**



Attractions

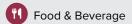
**Events** 

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#### **Relevant Sectors**



## Chef

Organise the preparation, cooking, arrangement and presentation of food, plan menus and supervise operations in professional kitchens.

#### Responsibilities

- Plan menus to a budget and availability of ingredients
- Prepare quality food in a timely manner
- Order food supplies and equipment
- Maintain stock quality control and monitor wastage
- Oversee kitchen operations and coordinate kitchen staff

- Abide by WHS obligations and strict hygiene standards
- Adapt to consumer dietary requirements
- Stay current with industry trends and customer needs
- Receive feedback and identify areas for improvement where necessary

#### **Education Pathways**

- SIT30821 Certificate III in Commercial Cookery
- SIT31021 Certificate III in Patisserie
- SIT20421 Certificate II in Cookery
- SIT40721 Certificate IV in Patisserie
- SIT50422 Diploma of Hospitality Management

#### **Relevant Sectors**



Accommodation



**Events** 



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Travel









## Your career starts here

Adelaide Venue Management (AVM) operates three of South Australia's most iconic event venues: Adelaide Convention Centre, Adelaide Entertainment Centre and Coopers Stadium, in addition to managing functions and concerts at The Drive.

A leading employer in South Australia's vibrant events, entertainment and sporting industries, AVM fosters a culture of innovation and collaboration, and is always looking for passionate, creative and enthusiastic professionals to join our team!

Step into the excitement of events avmc.com.au/careers









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Back to Contents Chef

### Cook

Prepare and cook food in many different types of businesses, including hotels, motels, cruise ships, restaurants and cafes.

#### **Education Pathways**

SIT31021 Certificate III

SIT40521 Certificate IV

in Kitchen Management

in Patisserie

- Prepare and assembling SIT30821 Certificate III in Commercial Cookery
- Dish up and present dishes to serve

Responsibilities

- Keep kitchen areas clean and organised
- Assist the chef in kitchen duties and stocktake
- Abide by WHS obligations and strict hygiene standards
- Correctly store food and rotate stock
- Cook using a range of methods (baking, broiling, frying, roasting, steaming)
- Adapt to consumer dietary requirements

and visitors at accommodation properties.

Provide personal services and assistance to guests

#### Responsibilities

Greet guests upon arrival, assisting with luggage where necessary

Concierge

- Provide regional, local and national information to guests and visitors
- Stay current with local activities and events, providing recommendations and suggestions to guests and visitors
- Accommodate guest needs and requests, making bookings for restaurants, entertainment, tours and transport
- Guide guests and visitors in emergency situations

#### **Education Pathways**

- SIT40422 Certificate
   IV in Hospitality
  - \*Not required, but concierges may benefit from a second language

#### **Relevant Sectors**



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#### **Relevant Sectors**



Accommodation



Tourism & Information

Cook | Concierge Back to Contents

## **Construction & Design**

#### **Architect**

Plan, develop and implement building and structure designs. Responsible for the project proposal, estimate costs, timeline and construction process.

#### **Education Pathways**

Undergraduate Degree

#### **Bricklayer**

Responsible for constructing brickwork, laying bricks to construct or repair walls and other structures using the appropriate materials.

#### **Education Pathways**

CPC33020 Certificate III in Bricklaying and Blocklaying

#### Carpenter

Construct, install, repair and renovate fixtures and structures made of wood and other materials, such as cabinets, furniture and frameworks.

#### **Education Pathways**

CPC30220 Certificate III in Carpentry

#### **Finishing Trader**

Includes occupations such as painter, decorator, plasterer and wall and floor tiler. Responsible for performing the final stages of construction.

#### **Education Pathways**

- CPC31320 Certificate III in Wall and Floor Tiling
   Wall and Floor Tiler
- CPC30620 Certificate III in Painting and Decorating
   Painter and Decorator
- CPC31020 Certificate III in Solid Plastering Plasterer
- CPC31200 Certificate III in Wall and Ceiling Lining
   Fibrous Plasterer

#### **Industrial Designer**

Develops ideas and designs for commercial and industrial products, creating models and prototypes to test an idea's practicality, safety and quality features.

#### **Education Pathways**

Undergraduate Degree

#### Infrastructure Worker

Responsible for inspecting, maintaining, repairing and upgrading public infrastructure, including roads and motorways, railways, drainage, pipelines and electrical infrastructure.

#### **Plumber**

Install and repair plumbing systems, including pipes, drains and fixtures associated with heating, cooling and sanitation in commercial properties

#### **Education Pathways**

- CPC32420 Certificate III in Plumbing
- CPC32620 Certificate III in Roof Plumbing

**Relevant Sectors** 



Back to Contents Construction & Design

## Consultant

Provide advisory support to businesses across the tourism industry. Consultants specialise in areas such as architecture, design, tourism, business, marketing and product development.

#### Responsibilities

- Collaborate with clients to address their wants and needs
- Oversee and manage multiple projects
- Conduct research and analysis
- Provide insight and recommendations for the client to implement
- Help client develop plans and solutions to implement
- Stay current with industry trends, updates and changes

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#### **Education Pathways**

- Undergraduate Degree in area of specialisation
- Certificate in area of specialisation

#### **Relevant Sectors**



Accommodation



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### Coxswain

Operate small commercial marine vessels, such as ferries, water taxis, yachts, catamarans, tourist craft and fishing boats. Responsible for supervising everyone onboard.

#### Responsibilities

- Steer and manoeuvre small vessel
- Supervise and provide instruction to the crew
- Plan for weather and consult with authorities prior to voyage departure
- Communicate updates and safety information to passengers
- Update and maintain logbooks
- Use navigational information to provide safe passage and transmit navigational information via telephone or marine radio
- · Moor and unmoor vessels
- Evaluate condition and seaworthiness of vessels, troubleshooting and repairing issues where necessary
- Manage emergency situations

#### **Education Pathways**

MAR20321 Certificate II in Maritime Operations (Coxswain Grade 1 Near Coastal)

#### **Related Roles**

- Captain
- Master
- Skipper

#### **Relevant Sectors**



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Travel

Consultant | Coxswain Back to Contents

### **Curator**

Works with organisations, such as museums or galleries, to collect, catalogue, and display art and artefacts.

#### Responsibilities

- Acquire, research, and record information about acquisitions
- Ensure the proper storage and display of key pieces
- Design displays and exhibitions
- Negotiate the purchase and loan of pieces
- Raise funds and obtain grants to expand collections, upgrade facilities, or support research efforts
- Manage the budgeting and promotion of exhibitions

#### **Education Pathways**

· Undergraduate Degree

#### **Relevant Sectors**



Attractions



Tourism & Information



## Launch your career

#### in Tourism, Events and Hospitality Management

Turn your passion into a career in the dynamic, fast-paced world of tourism, events and hospitality management with Adelaide University.

Gain real-world experience through industry placements, immersive projects, study abroad opportunities and specialised electives.

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## **Customer Relations Supervisor**

Oversee and manage customer service in the workplace, reviewing complaints and providing guidance to staff.

#### Responsibilities

- Monitor and assess customer service activities, providing regular performancerelated feedback
- Assist customer service staff where required
- Offer training to staff in customer services and company policies
- Develop and review policies and procedures relating to customer services and products
- Investigate and resolve customer service complaints in a timely manner

#### **Education Pathways**

- SIT30122 Certificate III in Tourism
- SIT30222 Certificate III in Travel

#### **Relevant Sectors**



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Customer Relations Supervisor

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## **Customer Service Representative**

Provide information and assistance to customers about their organisation's products and services.

#### Responsibilities

- Represent the organisation in a positive and professional manner
- Respond promptly to customer inquiries and questions
- Acknowledge and resolve customer complaints
- Keep records of customer interactions, transactions and complaints
- Maintain a thorough knowledge of product and services available
- Provide feedback or procedures where necessary
- Report to Customer Relations Supervisor or direct line manager

#### **Relevant Sectors**



Attractions

**Events** 

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Caitlin Schmidt **Building and Office Administration Consultant**Bunnik Tours

Having grown up and worked in the iconic Barossa Valley wind region, I have always been exposed to tourism, particularly the food and hospitality sectors of the industry. I am however, a very fresh face to the travel side of the industry, having nearly completed a Certificate III in Tourism at TAFE SA and being lucky enough to be offered my first full-time job at Bunnik Tours in the administration department.

My role focuses on the behind-the-scenes workings at Bunnik Tours. An average day consists of organising merchandise for clients, taking and posting brochure requests, email correspondence, organising office maintenance, recording events that our business development managers host/attend, and conducting website checks to ensure tour information and pricing is current and correct.

Previously I have only worked jobs involving presenting the final product. Administration involves communicating with several departments within the company and I really enjoy contributing to and seeing the behind-the-scenes development from each department for the final tour product, and the quality customer experience.

Tourism is a huge industry with numerous sectors. My best advice would be to expose yourself to the different sectors to find what it is within the industry that you like most, or what suits you best.

I also believe it is beneficial to volunteer at events in different roles, become a member of networking clubs to learn and meet new industry personnel and overall, just be passionate. There is nothing more refreshing than seeing someone excited about travel and tourism!

I chose to study at TAFE SA for their learning approach. The combination of theory and practical lessons caters to many learning styles and equipped me with relevant industry skills and knowledge. Their flexibility was also a great advantage, allowing me to work while studying. Each lecturer is passionate about what they teach and wish to see you succeed, which makes for an excellent and incredibly supportive learning environment.

## **Customs Officer**

Responsible for enforcing Australian laws and regulations as part of the Australian Customs and Border Protection Service. Operate in airports, ports and across Australian waters.

#### Responsibilities

- Enforce customs and related legislation to travel and trade
- Assist with custom control of overseas passengers, crew, aircraft, ships, cargo, mail, and bond stores
- Prevent the illegal entry of prohibited, quarantined or dutiable goods into Australia by examining passengers, luggage, cargo, plane/ship crew
- Control foreign currency, including combating money laundering
- Working against smuggling activity and counteracting customs fraud
- Responsibly use firearms
- Make arrests and where necessary, provide evidence in court in the event of illegal activity

## **Deckhand**

Fulfill basic duties essential to the operation of watercraft such as ferries, ships and boats. Undertake a wide range of work, including seamanship, maintenance and hospitality.

#### Responsibilities

- Move heavy objects and clean machinery
- Manage and operate deck equipment
- Provide hospitality services including food preparation, bar service, and cabin care for guests and crew onboard
- Load, unload and stow supplies and equipment
- Assist during emergencies
- Perform routine maintenance and checks on equipment

**Relevant Sectors** 



**Relevant Sectors** 



## **Destination Manager**

Develop and promote tourism for a particular destination to attract visitors and generate economic benefits. Will likely work with national, state and regional tourism organisations, or state and local tourism marketing agencies.

#### Responsibilities

- Develop and implement tourism management and destination plans
- Plan and undertake market research, data collection and visitor analysis, with the aim of increasing visitation
- Produce tourist and industry information, including artwork for promotional use, media releases and newsletters
- Establish and develop relationships with key stakeholders, including local, state, national and international tour operators, travel agencies, industry bodies, government and media
- Conduct advocacy activities on behalf of industry
- Coordinate marketing strategy and campaigns

#### **Education Pathways**

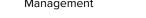
- BSB40120 Certificate
   IV in Business
- BSB40820 Certificate IV in Marketing and Communication
- SIT50116 Diploma of Travel and Tourism Management
- Undergraduate Degree

#### **Relevant Sectors**



Tourism & Information





# Launch your career in event management and tourism

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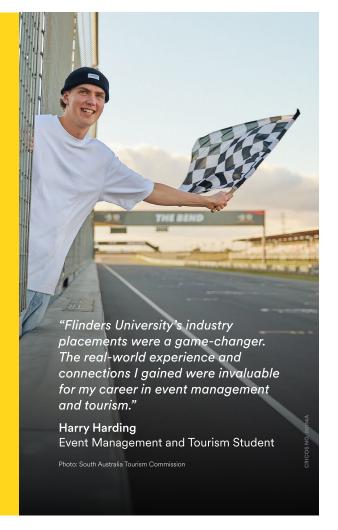
With No.1 rankings in full-time employment, learner engagement, and overall educational experience\*, our business degree in event management and tourism offers you exclusive industry connections, hands-on learning, and networking opportunities.

Study in the city or at Bedford Park.

\* The Good Universities Guide 2025 (undergraduate), public SA-founded universities only.







Back to Contents Destination Manager

## **Driver**

Transport passengers in vehicles, including personal car, taxi, bus or charter, and providing a high level of information and service to get visitors to their destination in a timely manner.

#### Responsibilities

- Transport passengers between destinations (i.e. airport to hotel)
- Provide a high level of customer service and maintain professional conduct
- Drive in a safe manner, abiding to road conditions and legislative requirements
- Carrying out vehicle maintenance checks and emergency maintenance when necessary
- Maintain a clean vehicle
- Ensure appropriate and secure handling of cash and payments
- Provide an itinerary and ensure passengers have a clear understanding of the day's activities
- Coordinate group activities with suppliers
- Secure any luggage
- Answer any passenger queries
- Provide commentary and destination information throughout the journey

#### **Education Pathways**

- TLI31222 Certificate III in Driving Operations
- Valid driver's licence for relevant vehicle type

#### **Relevant Sectors**



Tourism & Information

Travel

## **E-Commerce** Manager

Manage and formulate strategies for the design and practicality of an organisation's online business profile. E-commerce managers are heavily involved with advertising and online content.

#### Responsibilities

- Devise strategies around sales and market insights to encourage sales/ bookings online
- Direct the activities of software developers, copywriters and graphic designers to ensure successful delivery of a highly profitable online platform
- Manage relationships with stakeholders to ensure seamless integration of the e-commerce business
- Advise on format and features of website and other online platforms to maximise clarity and ease of navigation
- Review the security of the website and other online platforms
- Report on the organisation's online presence and provide recommendations

#### **Relevant Sectors**



Accommodation



Attractions



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## **Engineering & Maintenance**

### **Aerospace Engineer**

Design, test, improve and repair all types of flight vehicles, including spacecraft, commercial and military aircraft.

#### **Education Pathways**

· Undergraduate Degree

## Aircraft Maintenance Engineer

Ensure the safe operation of aircraft by inspecting, maintaining and conducting repairs to aircraft systems, engines and structures.

#### **Education Pathways**

Undergraduate Degree

#### **Electrical Engineer**

Design, develop and test electrical devices and equipment such as communications systems, power generators and electrical systems for vehicles and aircraft. Oversee the manufacturing of these devices and systems.

#### **Education Pathways**

- UEE50420 Diploma of Electrical Engineering
- Undergraduate Degree

#### **Marine Engineer**

Responsible for the design, construction, maintenance and repair of all types of maritime vessels and the equipment on board. These vessels include cargo ships and cruise liners.

#### **Education Pathways**

· Undergraduate Degree

#### **Mechanical Engineer**

Design, manufacture and evaluate machinery for engineering issues and look to improve efficiency.

#### **Education Pathways**

- MEM50212 Diploma of Engineering Technical
- Undergraduate Degree

### Railway Infrastructure Worker

Install, maintain, and repair rail and tram tracks, as well as signalling equipment and building structures.

#### **Education Pathways**

Undergraduate Degree

**Relevant Sectors** 

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Back to Contents Engineering & Maintenance

## Enologist (Wine Maker)

Responsible for overseeing the winemaking process, including grape harvesting, fermentation, ageing and bottling. Provides scientific knowledge and practical experience to produce great wine.

**Education Pathways** 

Undergraduate Degree

#### Responsibilities

- Manage the harvest and transportation processes
- Supervise the work of grape growers and laboratory technician
- Monitor sugar and acid levels in the grapes to determine ideal harvest time
- Maintain safety and hygiene
- Monitor quality and flavour of wine, including sampling, analysing and monitoring temperature
- Bottle the finished product
- Manage employees and provide training

## **Entertainer**

Perform and captivate audiences through music, song, dance and other types of performances at attractions and events.

#### **Dancer**

#### **Education Pathways**

CUA40120 Certificate IV in Dance

#### Musician

#### **Education Pathways**

- CUA40920 Certificate IV in Music (Performance)
- CUA50820 Diploma of Music (Performance)

## Singer

#### **Education Pathways**

- CUA40920 Certificate IV in Music (Performance)
- CUA50820 Diploma of Music (Performance)

#### **Relevant Sectors**



#### **Relevant Sectors**



Attractions



## **Exhibition Designer**

Financial Manager

Create displays for large exhibitions, shows, corporate clients, museums and art galleries, or libraries. Trained in interpretation, the art of design and set up, and may also work for a private firm.

Responsible for the financial and accounting activities within organisations, including financial reporting, investment activities and long-term financial planning and strategy.

#### Responsibilities

- Design displays, signs and stands that help communicate and showcase stories and objects
- Work with clients and interpretation or exhibition teams to create physical and digital infrastructure that contributes to engaging and informative experiences for visitors
- Present ideas such as plans, computergenerated visuals and 3D models
- Oversee the construction of exhibition components
- Liaise with technical specialists such as IT and lighting
- Oversee assembly and installation at the exhibition venue

#### **Education Pathways**

- CUA51120 Diploma of Visual Arts
- CUA50420 Diploma of Live Production and Technical Services
- Undergraduate Degree

#### Responsibilities

- Plan and execute the organisation's financial tasks and objectives
- Provide regular updates on business performance and financial management
- Develop plans for budgeting, forecasting, and reporting
- Manage and monitor key metrics/KPIs
- Calculate financial risk involved in the activities of the organisation
- Ensure compliance with financial legislation and standards

#### **Education Pathways**

Undergraduate Degree

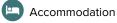
#### **Relevant Sectors**



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#### **Relevant Sectors**



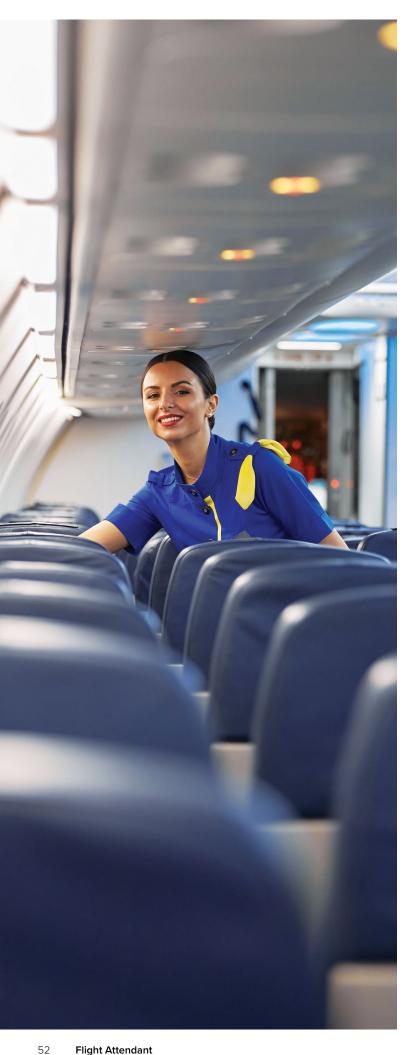
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## Flight Attendant

Provides on-board service and attends to the safety and comfort of passengers aboard regional, domestic and international flights.

#### Responsibilities

- Conduct pre-flight safety checks and demonstrate safety and emergency procedures
- Welcome passengers aboard, checking tickets and directing them to their seats
- Offer additional information and support where necessary
- Prepare and serve food and beverage to passengers during the flight
- Offer additional support to passengers with special needs (e.g., children, elderly passengers, people with disabilities)
- Maintain thorough knowledge of flights, including travel routs and arrival times
- Provide first aid treatment if necessary

#### **Education Pathways**

 AVI30219 Certificate III in Aviation (Cabin Crew)

#### **Relevant Sectors**



Tourism & Information



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## Functions & Event Manager

Coordinate and plan events and functions, such as parties, corporate events, weddings, conferences and more.

#### Responsibilities

- Speak with clients about events and provide guidance based on their event needs
- Negotiate services to be provided in conjunction with a budget
- Liaise and negotiate with vendors and suppliers
- Manage budgeting and invoicing
- Handle venue and event logistics
- Coordinate event setup and pack down
- Coordinate event staff, allocate tasks and manage the event program
- Work with key stakeholders to coordinate sponsorship, promotion and marketing
- Collate event and client feedback for post-event reports

#### **Education Pathways**

- SIT50322 Diploma of Event Management
- Undergraduate Degree

#### Relevant Sectors



Accommodation



Attraction



Events



Celeste Hudson **Event & Activation Coordinator**Flinders University

I graduated from Flinders University with a Bachelor of Business (Innovation & Enterprise) and a Bachelor of Tourism & Event Management in 2022. Currently, I work as an Event & Activation Coordinator, where I apply my academic background and practical experience.

Choosing Flinders University to study was an easy decision for me due to its innovative learning approach and strong emphasis on real-world experience, which is crucial in the Tourism and Events industry. I also loved the university's inspiring and supportive campus environment.

I began my professional journey at the South Australian Tourism Commission (SATC) as the Event Coordinator for Tasting Australia, a role that provided me with invaluable hands-on experience. I then transitioned to coordinating the Santos Tour Down Under, becoming well-versed in road cycling events. My portfolio also includes major events like the National Pharmacies Christmas Pageant, LIV Golf and AFL Gather Round. Among these, Tasting Australia remains my favourite due to its vibrant atmosphere and the combination of food and wine.

In my new role at Flinders, I am excited to engage with a diverse event portfolio and connect with different target audiences. I look forward to the challenges and growth opportunities that come with managing a variety of events throughout the year.

My career has been shaped by impactful feedback from my first post-university manager, emphasising the importance of staying true to business objectives and meaningful communication. My passion for tourism and events stems from the industry's energy, creativity and dynamic nature.

## **General Manager**

Responsible for overseeing daily business activities and major functions of commercial organisations, also known as a Managing Director or Chief Operating Officer (COO).

#### Responsibilities

- Manage and oversee dayto-day business activities
- Develop and execute growth strategies, standards and objectives for organisations
- Managing budgets and financial activity to optimise revenue and efficiency
- Evaluate business performance and productivity
- Arrange the preparation of reports, budgets and forecasts
- Represent the organisation at major events and official occasions

#### **Education Pathways**

- SIT50422 Diploma of Hospitality Management
- SIT60322 Advanced Diploma of Hospitality Management
- Undergraduate Degree



Mario Gleeson

General Manager

Great Southern | Vintage Rail | Overland | Beverage at Journey Beyond

My journey with Journey Beyond began in 2017, when I joined as a Hospitality Attendant on board the Ghan, following earlier roles in hotels and fine dining. Growing up, I had a deep fascination with trains, something I inherited from my father, a steam engine driver. Working on the rails gave me the unique opportunity to combine that childhood passion with a career in hospitality, while travelling to places I never imagined I'd see.

In just five years, with the support of incredible mentors and colleagues, I progressed from a casual hospitality attendant to General Manager. Today, I oversee operations for The Overland, Great Southern and Vintage Rail Journeys, as well as manage the beverage portfolio across Journey Beyond Rail

No two days are the same. I love the ever-changing nature of the job - the challenges, the people, the leadership opportunities, and the chance to work alongside a team that shares a genuine commitment to excellence. One of the greatest rewards is showcasing exceptional food and beverages that reflect the regions we travel through, creating memorable moments for our guests.

For anyone considering a career in hospitality, my advice is to stay resilient, set clear goals, and embrace every opportunity that comes your way. This is a beautiful industry that's built on people and connection. I've been lucky to work with some truly special individuals who make every journey worthwhile. And the best part? These skills can take you anywhere in the world.

#### **Relevant Sectors**



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Trave

## **Guest Service Agent**

Provide booking and reservation services to customers and facilitate outstanding guest experiences from the point of reservation to departure.

#### Responsibilities

- Make reservations for quests based on their requirements
- Communicate with guests in person, via phone, and email
- Manage and maintain online reservation systems
- Provide quality customer service
- Manage guest requests and complaints in a timely manner

- Coordinate luggage handling and storage
- Maintain guest privacy and confidentiality
- Inspect common areas and ensure guest rooms are presented at the highest standard
- Process payments and generate invoices
- Possess an understanding of the local area and activities available

#### **Related Roles**

- Receptionist
- **Booking Agent**
- Night Auditor
- Sales Consultant
- Cruise Consultant
- Reservation Sales Agent
- Travel Consultant
- Visitor Information Officer

#### Relevant Sectors



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Travel



**Only Hotel School in** Australia that offers 50% academic study, 50% paid industry placement\*

\*Bachelor of Business (Hospitality Management)



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Back to Contents **Guest Service Agent** 

## **Head of Department**

#### Responsibilities

#### **Education Pathways**

- SIT50422 Diploma of Hospitality Management
- SIT60322 Advanced

#### **Related Roles**

- Housekeeping Manager
- Food and Beverage
- Functions and Events

- Hotel Service Manager

#### **Relevant Sectors**



Accommodation







Food & Beverage







Jasmine Pohl **Exhibitions & Event Development Manager** Adelaide Convention Centre

After graduating from Flinders University with a Bachelor of International Tourism, I joined the South Australian Tourism Industry Council (now TiCSA) as Tourism Awards & Events Coordinator. This represented my first foray into the exciting world of events and sparked a deep appreciation for our state's vibrant tourism sector.

I'm a proud member of the Centre's leadership group, leading a team of 10 across our Exhibitions, Floor Management, Loading Dock, and Innovation & Design departments. In addition, I manage external client exhibitions, ranging in size Centre's publicly ticketed consumer events, including the award-winning Cellar Door Fest – Adelaide's favourite food & drink festival.

visitor economy. Last year alone, the centre hosted 641 events, including 122 major national and international events, which collectively generated more than 165,000 room nights for local

There's a great sense of fulfilment in contributing to the success of major events. What I love most is the variety

If you're looking to enter the tourism and events industry, my advice is to be open to learning and embrace every opportunity. This industry is dynamic, rewarding and full of pathways you might not expect.

## Housekeeper

Deliver and handle the cleaning and upkeep of commercial buildings such as hotels.

#### Responsibilities

- Deliver a high standard of cleaning
- Complete duties such as vacuuming, sweeping, and mopping
- Collect and dispose of trash
- Clean and stock bathrooms
- Manage chemicals safely and ensure stock is consistently replenished
- Assist guests when necessary
- Comply with all health and safety procedures
- Report any maintenance issues or repairs needed

## **Education Pathways**

SIT30622 Certificate III in Hospitality

#### **Relevant Sectors**



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## **Human Resource** Manager

Supervise and manage an organisation's staff. HR managers also provide administrative services, training and development opportunities, monitor performance and manage employee engagement.

#### Responsibilities

- Determine staffing and skills requirements needed to meet the goals of the organisation
- Advertise staff vacancies and manage the application/interview process
- Manage and maintain a smooth onboarding process
- Monitor working arrangements and conditions for current staff
- Maintain effective personal and administrative records regarding staff and their wages, superannuation, leave and training
- Assist staff on work matters, career development and personal issues where necessary
- Evaluate and implement HR policies and procedures
- Provide training opportunities for current staff

#### **Education Pathways**

- BSB40420 Certificate IV in Human Resource Management
- BSB50320 Diploma of Human Resources Management
- Undergraduate Degree

#### **Relevant Sectors**



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## ICT Security Administrator

Installs, manages and troubleshoots the security of an organisation's network and storage of private information

#### Responsibilities

- Install and troubleshoot network security solutions
- Ensure software is updated regularly with effective security
- Assess the network for vulnerabilities and flaws
- Guide and help implement effective security policies and practices
- Monitor network traffic
- Configure and manage supporting security tools, such as firewalls and antivirus software
- Develop disaster recovery protocols

## ICT Support Technician

Provide IT support and maintenance to help organisations operate at maximum efficiency. Also known as Technical Support Engineers.

#### **Education Pathways**

- ICT50220 Diploma of Information Technology (Cyber Security)
- Undergraduate Degree

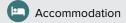
#### Responsibilities

- Provide IT assistance to staff and customers where necessary
- Monitor hardware, software and system performance
- Identify areas for improvement and update computer software regularly
- Maintain databases and ensure system security
- Perform diagnostic tests and document errors or issues
- Stay current with technological advancement and new software
- Provide training on system functionality and navigating programs where necessary

#### **Education Pathways**

- ICT30120 Certificate III in Information Technology
- ICT40120 Certificate IV in Information Technology (Systems Administration Support)

#### **Relevant Sectors**



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## **ICT Systems Analyst**

## **Kitchen Hand**

Responsible for assessing the effectiveness and efficiency of an organisation's IT systems and developing solutions and improvements where necessary.

Assist kitchen and service staff in preparing food, and maintaining cleanliness of workstations and food storage facilities.

#### Responsibilities

- Communicate with management and staff to determine system requirements
- Evaluate current IT systems
- Develop new systems that address any current issues
- Report on improvements made and providing training where necessary
- Ensure all decisions made are cost effective and timely
- Stay current on the latest developments in IT

#### **Education Pathways**

- ICT50220 Diploma of Information Technology
- Undergraduate Degree

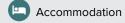
#### Responsibilities

- Cleaning all dishes, kitchen areas, cooking equipment and food storage areas
- Sweeping and mopping floors as required
- Preparing ingredient for use by kitchen staff
- Assist with deliveries and stocking of kitchen
- Report any damaged or faulty equipment to management
- Assist with monitoring inventory
- Adhere to all WHS obligations and food safety regulations

#### **Education Pathways**

SIT20322 Certificate
II in Hospitality

#### **Relevant Sectors**



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## Landscape Gardener

Design, construct and maintain gardens, parks and other outdoor landscapes.

#### Responsibilities

- Formulate designs, plans, drawings, specifications and quotations
- Schedule and manage landscape construction
- Apply pesticides to remove harmful insects if necessary
- Conduct general maintenance duties
- Trim plants, pull out weeds and apply fertiliser
- Plant new bushes, flowers and plants
- Coordinate with client to ensure the garden meets needs and expectations
- Supervise maintenance repairs

#### **Education Pathways**

- AHC30921 Certificate
  III in Landscape
  Construction
- AHC40422 Certificate

  IV in Horticulture
- AHC50621 Diploma of Landscape Design

#### **Relevant Sectors**







## Law

## **Conveyancer &** Legal Executive

Act for and on behalf of clients in areas such as litigation, conveyancing, business law and property law.

#### **Education Pathways**

- BSB60220 Advanced Diploma of Conveyancing
- Undergraduate Degree

#### **Solicitor**

Provide direction and legal advice, prepare and draft legal documents, and represent clients on matters associated with the law.

#### **Education Pathways**

• Undergraduate Degree

#### **Relevant Sectors**





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Skilled Trades

## Lecturer

**Lighting Technician** 

Teach tertiary students in one or more subject areas using a range of methods and platforms. Lecturers also conduct research projects.

Responsible for setting up and managing lighting for venues, video, television and film productions.

#### Responsibilities

- Prepare and deliver lectures, tutorials, workshops and seminars
- Develop course material
- Collaborate with other academics, lecturers and industry
- Provide advice in area of expertise to key stakeholders
- Set and grade assignments, tests and exams
- Conduct industry-engaged research and consultancy projects commissioned by industry, government or other key tourism stakeholders
- Supervise research students
- Participate in training opportunities internally and externally
- Stay current with latest trends in chosen field/ subject area

#### **Education Pathways**

- Undergraduate Degree in relevant field
- Postgraduate degree in relevant field

#### Responsibilities

- Set up and operate lighting equipment
- Calibrate light levels for different environments
- Create lighting plans in collaboration with designers
- Install lighting fixtures where necessary
- Coordinate with other staff and crew
- Follow the direction of the stage or floor manager
- Conduct regular maintenance

#### **Education Pathways**

- CUA31020 Certificate
   III in Screen and Media
- CUA40420 Certificate IV in Live Production and Technical Services

#### **Relevant Sectors**



#### **Relevant Sectors**



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## **Maintenance** Manager

Oversee and manage the installation, repair and upkeep of an organisation.

#### Responsibilities

- Supervise all maintenance processes and operations
- Manage and track expenses
- Maintain quality and safety standards
- Create and implement maintenance procedures
- Conduct regular inspection of facilities
- Document all maintenance
- Control and monitor inventory
- Coordinate work performed by external contractors

#### **Relevant Sectors**



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Skilled Trades

**Discover** your calling... and make it a career with the Edwards Group

Learn more about Park Pathways at www.edwardsgrp.com.au/careers







Back to Contents Maintenance Manager

## **Marketing Manager**

#### & Additional Positions

Responsible for the promotion of an organisation's services, events, products and brand.

#### Responsibilities

- Develop and implement plans for marketing, advertising, sales promotion and management
- Stay current with, and analyse, current market trends
- Undertake regular audits of the performance of marketing activities
- Increase brand awareness and market share
- Coordinate marketing strategies with other departments, staff and stakeholders
- Manage the marketing budget
- Prepare and present regular reports on marketing performance
- Manage distribution channels

#### **Education Pathways**

- BSB40820 Certificate IV in Marketing and Communication
- BSB50620 Diploma of Marketing and Communication
- Undergraduate Degree

#### **Relevant Sectors**



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#### **Advertising Manager**

Manage and direct an organisation's advertising activities, including developing ad campaigns.

#### **Brand Manager**

Responsible for the creation and implementation of a brand's key marketing and communication activities. Brand managers often handle a portfolio of products.

#### **Content Developer**

Develops, writes and edits content for marketing, including blog posts, static copy, video content, articles and more.

#### **Digital Marketing Manager**

Responsible for planning and managing online marketing campaigns for an organisation's brand, products and services.

#### **Graphic Designer**

Responsible for producing visual assets for online and physical distribution, including for posters, logos, websites, brochures and advertising.

#### **Market Analyst**

Collect and interpret information on consumers, competitors and market conditions to inform an organisation's decision making in marketing activities.

#### Sales Manager

Responsible for obtaining profitable results for an organisation by leading a sales team, creating sales plans, analysing data, monitoring the market and maintaining high-level product knowledge.

#### Social Media Manager

Manages an organisation's online accounts to drive sales, interact with the online community, and build brand awareness and loyalty.

## Multimedia Developer

Develop and create graphic images with animation for use in television, film, advertising displays and websites

#### Responsibilities

- Work with other designers and key stakeholders to understand project concepts and scope
- Develop multimedia content ideas
- Design and produce multimedia content to specifications
- Create digital images, video animation and textual animation
- Create animated sequences using computer software
- Perform media edits
   based on feedback
- Stay current on latest trends, software and training

#### **Education Pathways**

Undergraduate Degre





Tania Verbeeck

Content Specialist

South Australian Tourism Commission

My journey in tourism began in 2009 when I started an apprenticeship as an Aircraft Maintenance Engineer at Qantas. I'll never forget walking into the hangar and thinking, "This is going to change my life." On our first day, our Leading Hand said, "The way you represent yourself in the first five minutes will define you for the next 30 years." That moment shaped me into a passionate, ambitious, and reliable engineer. As one of only five women among 200 men, I worked hard to earn respect

I completed the four-year apprenticeship in just over three years. While I loved working on aircraft, I found myself drawn to storytelling. I'd bring my camera to work and film our people behind the scenes, hoping Qantas Marketing would notice.

Eventually, they did. I was offered a full-time storytelling role, which led to filming global content for Qantas. After 13 years, I wanted a new challenge—telling cinematic stories of places—so I moved to South Australia and joined the South Australian Tourism Commission as a Video Producer.

A typical day sees me travelling to one of SA's stunning regions, filming local experiences, venues, and landscapes. Back in the office, I edit the footage into beautiful montages for our tourism industry to use in marketing and promotion.

And to let you in on a little secret: I didn't need a university degree to do any of this. It all came down to three things—practicing, networking, and showcasing my ambition. I've loved every moment of the journey.

#### **Relevant Sectors**



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## **Museum Guide**

## **Night Auditor**

Responsible for facilitating museum tours, guiding visitors, providing information about the exhibits, and ensuring the safety and protection of the exhibits.

Works overnight in hotels and other accommodation, performing front desk and accounting duties.

#### Responsibilities

#### Greet visitors and provide general information

- Conduct tours of museums or galleries
- Provide direction and guidance
- Answer any enquiries
- Ensure all exhibits are secure and unauthorised entry is prevented
- Prepare and update records of attendance, membership, donations, and other statistics as needed
- Maintain knowledge on all current and temporary exhibits

#### **Education Pathways**

SIT30122 Certificate
 III in Tourism

#### Responsibilities

- First contact for late night calls and requests
- Manage the day's cash flow and keep accurate financial records
- Check-in and check-out guests
- Reconcile guest accounts
- Manage guests' needs, requests, queries and complaints
- Handle any overnight emergencies if they occur
- Reconcile guest accounts

#### **Relevant Sectors**



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#### **Relevant Sectors**



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## **Operations Manager**

Responsible for overseeing the day-to-day logistics and operations of an organisation.

#### Responsibilities

- Oversee and manage staff working in operations and logistics
- Develop and implement operation strategies to optimise workflow and drive continuous improvement
- Maintain high operational standards in asset management and compliance
- Monitor budgets and key performance indicators
- Liaise with key stakeholders and maintain strong relationships

#### **Education Pathways**

- BSB50820 Diploma of Project Management
- Undergraduate Degree

#### **Related Roles**

- Duty Manager
- General Manager
- Head of Department

## Catherine Hein Operations Manager

Case Study

Edwards Group - Echo Holiday Parks



With over 2,000 holiday parks nationwide, the caravan industry offers a stable career journey with boundless advancement and legacy opportunities.

Enjoy the chance to travel and live across Australia, experiencing different regions while gaining industry knowledge, before settling down in a leadership role with a holiday park group (like the Edwards Group, who owns and manages Echo Holiday Parks). It's a great opportunity to turn something you enjoy into a lifelong career in tourism.

As Operations Manager, my role is diverse. It draws from skills in Revenue Management, Business Operations, Workforce Planning, and Property Maintenance to ensure our Parks run efficiently, meet guests' expectations, and achieve financial targets. In this role you will find me analysing market trends and optimising rates, formalising programs and processes, training Park Managers, underpinning the day-to-day operations, supporting Park Teams, and ensuring every aspect of our Parks are set up for success.

The career journey to becoming an Operations Manager is shaped by different experiences within the diverse skillsets o the role. After 16 years in hospitality and time spent lecturing in Certificate IV Training and Assessment, I spent eight years travelling and working in Holiday Parks across Australia. That hands-on experience led to a role as Park Manager at Echo Holiday Parks — Renmark, which paved the career path to Operations Manager for the Edwards Group.

I encourage you to discover your calling and make it a rewarding career with the Edwards Group.





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## **Park Ranger**

Responsible for contributing to the effective operational management of parks and reserves, creating visitor experiences, protecting native plants and animals, and managing and patrolling parks.

#### Responsibilities

- Showcase key attractions and provide quality customer service to visitors of the park
- Manage wildlife based on sound ecological, social and economic factors
- Maintain park facilities like signage, tracks, trails, shelters and campgrounds
- Provide emergency response and care such as first aid, CPR, bushfire management
- Conduct tours and educational presentations
- Patrol National Parks to keep them safe for all
- Work with community and volunteers to create visitor experiences

#### **Education Pathways**

- AHC31424 Certificate III in Conservation and **Ecosystem Management**
- Tertiary qualification in Natural Resource Management or other relevant field (desirable)

#### **Relevant Sectors**



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## **Payroll Clerk**

Responsible for all tasks related to payroll processing within an organisation.

#### Responsibilities

- Collect and verify employee timesheets
- Manage employee files and keep effective records of all data
- Prepare and process the payment of wages and salaries
- Issue statements detailing earnings and deductions
- Investigate and resolve payroll discrepancies
- Answer employee questions and concerns regarding payroll

#### **Education Pathways**

- FNS50222 Diploma of Accounting
- Undergraduate Degree

#### **Relevant Sectors**



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Back to Contents Payroll Clerk

### **Personal Assistant**

### **Photographer**

Responsible for providing administrative support and performing secretarial work for senior managers and executives. Capture images and videos for creative and commercial use.

#### Responsibilities

- Report directly to senior management regularly
- Answer calls and liaise with clients on behalf of manager
- Plan and organise meetings
- Prepare correspondence
- Organise travel and prepare itineraries
- Edit reports, documents and presentation where necessary
- Perform general administration tasks, including filing, copying, scanning documents
- Keep effective records of activity and expenses

#### **Education Pathways**

BSB30120 Certificate
 III in Business

#### Responsibilities

- Manage client's expectation and concerns
- Liaise with other professionals, including graphic designers, marketers and event managers
- Maintain a deep understanding of traditional and digital photography
- Use a range of technical equipment, including cameras, lenses, lighting and software
- Compile and digitally edit images
- Arrange the delivery of images to clients (hard copy or digital)

#### **Education Pathways**

- CUA50920 Diploma of Photography and Digital Imaging
- CUA51120 Diploma of Visual Arts

#### **Relevant Sectors**



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### **Pilot**

**Porter** 

Fly and navigate various types of aircraft, including small planes, helicopters or airline aircraft. Often responsible for transporting passengers, mail and freight within Australia or internationally. Responsible for assisting guests with the transportation of their luggage and providing other guest services in hotels.

#### Responsibilities

- Create flight plans based on weather forecasts and available information
- Complete pre- and postflight checks, including fuel and maintenance status, equipment and navigational system checks
- Ensure aircraft is properly and safely loaded
- Operate aircraft in a safe and professional manner
- Liaise with co-pilots and crew throughout the flight
- Give inflight instruction where necessary
- Anticipate issues and emergencies

#### **Education Pathways**

- AVI50222 Diploma of Aviation (Commercial Pilot Licence - Aeroplane)
- AVI50322 Diploma of Aviation (Commercial Pilot Licence - Helicopter)
- AVI50519 Diploma of Aviation (Instrument Rating)
- AVI60219 Advanced Diploma of Aviation (Pilot in Command)

#### Responsibilities

- Greet guests upon their arrival
- Assist with the offloading and transportation of baggage between points
- Show guests to their rooms after check-in
- Provide information on hotel and its facilities
- Arrange taxis and other transportation for guests
- Maintain cleanliness and appearance
- Run errands for guests as necessary

#### **Education Pathways**

SIT20322 Certificate
II in Hospitality

#### **Relevant Sectors**



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### **PR Officer**

Responsibilities

stakeholders

Organise and

manage publicity

and communications

support during issue

Respond to requests

for information

and speeches

regularly

Liaise with media

Prepare and write

Provide communication

and crisis management

communication collateral

such as media releases

Ensure key messages and objectives of the

organisation or brand are

communicated effectively

Establish and maintain

relationships with key

Responsible for building and maintaining the public image of an organisation or brand, and manages their information and communication strategies to key stakeholders.

#### **Education Pathways**

- BSB40820 Certificate IV in Marketing and
- Undergraduate Degree

#### **Related Roles**

- Marketing Officer
- **Digital or Production** Officer

- Communication
- **Account Officer**
- Client Relationship Officer

### **Reservation Agent**

Provide booking/reservation services for tourism products and services and provide advice to customers.

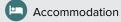
#### Responsibilities

- Assist and advise customers when selecting tourism product or services
- Source and use information on the tourism and travel industry
- Make reservations based on customer requirements and budgets
- Help form travel itineraries
- Operate online information systems
- Process payments and transactions
- Prepare quotes
- Answer any queries and resolve any issues that may arise

#### **Education Pathways**

SIT30122 Certificate III in Tourism

#### **Relevant Sectors**



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#### **Relevant Sectors**

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### **Restaurant Manager**

Oversee and manage the operations of a restaurant to provide a fulfilling dining experience.

#### Responsibilities

- Collaborate with chefs for menus and service
- Train, supervise and manage kitchen and waiting staff
- Manage stock levels and order ingredients
- Keep track of income and expenses
- Ensure operational and health and safety protocols are adhered to by staff
- Communicate with customers for feedback and manage complaints when necessary

#### **Education Pathways**

SIT50422 Diploma of **Hospitality Management** 

#### **Relevant Sectors**

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### **Security Officer**

Responsible for ensuring the safety and security of property, assets, staff and visitors in a particular location such as a hotel or venue.

#### Responsibilities

- Patrol premises regularly
- Monitor surveillance cameras and alarm systems for any suspicious behaviour
- Monitor public access
- Respond to any security incidents
- Maintain an activity log and prepare surveillance reports
- Apprehend trespassers or offenders when appropriate
- Communicate with emergency services when necessary
- Adhere to company policy and legal obligations

#### **Education Pathways**

- CPP20218 Certificate II in Security Operations
- CPP31318 Certificate III in Security Operations

#### Relevant Sectors



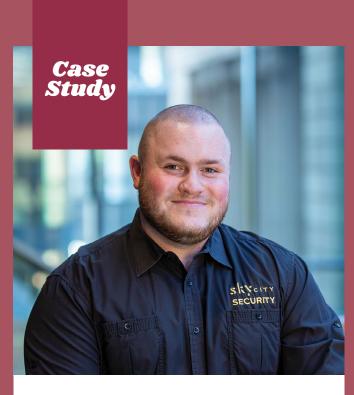
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James Bottroff
Senior Security Officer
SkyCity Adelaide

I joined the SkyCity Security team over two years ago after completing the ADF Gap Year program with the Australian Army. Since then, I've been trained in all competencies within the department, including working in the Security Control

After some time, I was trusted to manage shifts, and in October 2024 I was promoted to Senior Security Officer.

Day-to-day tasks vary from manning entrance points, conducting sets of checks and escorts, to responding to emergencies and conducting investigations.

No day is the same as the next, especially with various events occurring within the precinct and wider CBD, so Security Officers must always remain vigilant and be prepared for anything that may come our way. As a Senior Security Officer, I am trusted with more sensitive tasks, such as VIP escorts and emergency management.

The dynamic within our team is one of the things I appreciate the most about this role. No one person can do everything themselves, so it's great to get different opinions and perspectives on situations, not to mention that you've always got someone to watch your back.

My advice to anyone looking to get a career in tourism is to not be afraid to do the work. Every small thing adds up, no matter how little or insignificant it may seem, so it's always worth going the extra mile.

### Software & App Developer

maintaining software systems.

Responsibilities

project scope

programs for

improvements

systems

applications

systems

training

Analyse existing

modifications and

Evaluate the effectiveness

of existing software and

Research and design

Deploy new software

Apply user feedback Troubleshoot new software systems Create technical documents and collate information for staff

new software systems,

websites, programs and

Meet with clients and

current software and

management to discuss

Responsible for developing, coding, installing and

- ICT40120 Certificate IV in Information Technology
- ICT50220 Diploma of
- Undergraduate Degree

#### **Education Pathways**

- Information Technology

#### **Relevant Sectors**



Accommodation



Attractions



**Events** 



Food & Beverage



Tourism & Information

Travel

### Stage Manager

Responsible for coordinating productions from rehearsals to performances.

#### Responsibilities

- Schedule rehearsal times
- Work with staff to manage operations of the production, including scene changes, sound, lighting and set
- Note stage details and movements
- Liaise with front-ofhouse staff and venue management
- Give cues to performers and technical crew
- Manage and organise props

#### **Education Pathways**

CUA40420 Certificate IV in Live Production and **Technical Services** 

#### **Relevant Sectors**



Attractions



**Events** 



### **Tour Guide**

Accompany visitors and tourists on tours and provide information on the history, culture, environment and function of a particular place or area.

#### Responsibilities

- Organise transport and plan itineraries for each tour
- Welcome visitors and make introductions
- · Coordinate tour activities
- Plan alternate activities in the event of cancellations, closures or weather events impacting the tour
- Provide safety instructions to the tour group for the duration of the tour
- Carry out administrative work
- Maintain knowledge about the tour product and area

Provide commentary and information throughout the tour

#### **Education Pathways**

SIT30122 Certificate III in Tourism

#### **Relevant Sectors**

Attractions

**Events** 

Tourism & Information

Travel



## Turn Your Passion for the Outdoors into a Career!

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Contact our team today!

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### **Tour Operator**

Responsible for creating, coordinating and hosting tours for visitors.

#### Responsibilities

- Curate packages for visitors, including short experiences, day trips or overnight trips
- Liaise with key stakeholders, including transport operators, accommodation providers and industry suppliers
- Manage bookings, invoicing and payments
- Provide itinerary information to visitors
- Host tours
- Coordinate and manage staffing
- Produce promotional information and materials for tour packages and product
- Reply to visitor enquiries, questions and feedback
- Manage complaints as necessary
- Complete general administrative tasks and manage financial reporting

#### **Education Pathways**

- SIT30122 Certificate III in Tourism
- SIT50122 Diploma of Travel and Tourism Management

#### **Related Roles**

- Tourist Information Officer
- Interpreter
- Airline Passenger Officer

#### **Relevant Sectors**



Attractions



Tourism & Information



Travel



Back to Contents Tour Operator

# **Tourism Development Officer**

Responsible for maintaining visitor services, liaising with tourism operators, collaborating with local tourism services, authorities and destination management organisations.

#### Responsibilities

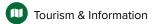
- Identify and develop tourism services and products
- Undertake research projects and manage the collection of key visitor data
- Analyse tourism statistics
- Help develop promotional material and collateral
- Prepare tourism strategies and policies
- · Prepare report
- Monitor budget and financial activities
- Support tourism development and network with industry
- Work with the media to raise awareness and profile of a particular destination.

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#### **Education Pathways**

- SIT30122 Certificate III in Tourism
- SIT50122 Diploma of Travel and Tourism Management
- Undergraduate Degree

#### **Relevant Sectors**





Tourism Development Officer Back to Contents

### **Train Crew**

Responsible for managing and providing customer service on suburban and long-distance passenger trains.

#### Responsibilities

- Greet passengers and ensure they enter and exit the train safely
- Respond to emergency incidents
- Maintain the safety of the train and security of any freight on board
- Answer questions or queries from passengers
- Provide customer service to passengers

- Adhere to train timetables
- Inspect and monitor train maintenance and report any major problems.
- Participate in multifaceted guest experience roles including restaurant, bar service and assisting with off train tours
- Respond to, guide and support guests throughout their train journey
- Train operation duties including but not limited to, communicating with train drivers regarding train stops and safely accessing the railway corridor
- Managerial roles including management of the guest experience team, journeys and operations of the train.

#### **Education Pathways**

- TLI22321 Certificate II in Rail Customer Service
- TLI33122 Certificate III in Rail Customer Service
- TLI30521 Certificate III in Passenger Train Guard

#### **Relevant Sectors**





Back to Contents Train Crew 79

### **Train Driver**

Responsible for driving trains along a rail network

to transport passengers or freight around the state/

#### Responsibilities

country.

- Manage and coordinate train movements
- · Adhere to train schedules
- Control and operate the train's control system
- Stop at stations to pick up passenger or freight
- Provide information to passengers as necessary
- Observe train signage, railways rules and protocols
- Inspect and monitor trains for defects or maintenance required
- Shunt rolling stock in marshalling yards

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 Refuel diesel trains and check oil, water and sand, and top up as necessary

#### **Education Pathways**

- TLI33221 Certificate III in Terminal Train Driving
- TLI42622 Certificate IV in Train Driving

#### Responsibilities

**Travel Consultant** 

Provide information, advice and suggestions

for travel arrangements. Travel consultants also facilitate the booking process for clients.

- Discuss client requirements and provide suggestions/ recommendations
- Respond to inquiries about services and offerings
- Facilitate bookings for travel
- Confirm bookings and supply information to clients
- Plan, prepare and cost itineraries for clients
- · Adhere to client budgets
- Collect payments and maintain accurate financial records

#### **Education Pathways**

 SIT30222 Certificate III in Travel

#### **Related Roles**

- · Airline Passenger Officer
- Booking Agent
- Guest Service Attendant
- Customer Service Officer
- Reservation Sales Agent
- Tour Operations Consultant
- Receptionist

**Relevant Sectors** 



#### **Relevant Sectors**



Tourism & Information



Travel

Train Driver | Travel Consultant Back to Contents



### **Urban & Regional Planner**

Responsible for developing plans and policies for the use of land and resources within a particular region, considering environmental, social and cultural needs of the local environment and community.

#### Responsibilities

- Plan the design and construction of new infrastructure
- Collect, analyse and consider data on economic, legal, political, cultural, demographic, sociological, physical and environmental factors affecting land use
- Design and adapt city
- Assist in the management of current infrastructure
- Confer and collaborate with key stakeholders, including government authorities, communities, legal professionals, architects, planning, development, social and environmental specialists

- Prepare reports and provide recommendations on the use and development of land and resources
- Advise key stakeholders on urban and regional planning activities

#### **Education Pathways**

Undergraduate Degree

#### **Relevant Sectors**



Tourism & Information



**Urban & Regional Planner** Back to Contents

### Venue Manager

Responsible for managing a particular or multiple venues including venue bookings, financial management, coordinating vendors, venue

#### Responsibilities

- Manage event bookings and liaise with clients
- Ensure facilities are clean and organised
- requirements to facilities or equipment
- packages and pricing
- Manage venue staff
- Schedule and coordinate
- Supervise operation before, during and post
- Conduct administrative
- Oversee financial management and reporting
- Communicate with security and enforce protocols and procedures

#### **Education Pathways**

- SIT50322 Diploma of
- Undergraduate Degree

#### **Relevant Sectors**



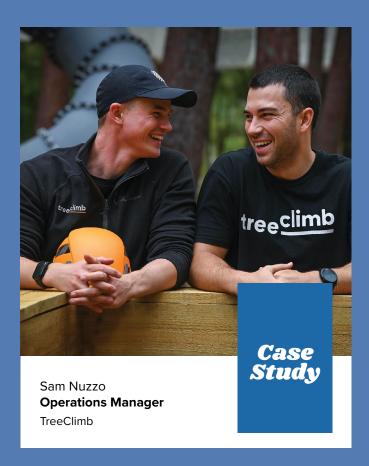


**Attractions** 





Food & Beverage



I started working at TreeClimb while studying Sport and Recreation Management at UniSA. While TreeClimb initially seemed like the perfect part-time job to complement my studies, I quickly realised it could evolve into a long-term

TreeClimb has given me the opportunity to grow and develop through various roles. I began as a casual Crew Leader, managing the day-to-day operations of the team, focusing on customer interactions and ensuring each guest had a positive experience. I then progressed to Venue Manager of a new site, where I oversaw all aspects of venue operations - including safety, maintenance, café service, customer service, reporting and staff management.

Now, in my current role as Operations Manager, I work out of our Head Office in a broader capacity. My focus is on business operations and safety, ensuring that all our venues maintain high standards, staff receive adequate training, and our recordkeeping is thorough and compliant.

TreeClimb is expanding into interstate markets, with the next 12 months set to be a period of significant growth. This presents exciting opportunities for both our existing team and new candidates to join us and contribute to the next phase of our national expansion.

My journey with TreeClimb has been driven by a passion for creating a successful and vibrant team culture, which I believe is the foundation for our outstanding visitor experiences. Under my leadership, TreeClimb Kuitpo Forest has flourished, welcoming over 38,000 climbers in 2024.

### **Visitor Information Services Officer**

Responsible for promoting tourism in a particular destination or region, providing information to visitors about its hospitality, accommodation, attractions, food and more.

#### Responsibilities

- Answer enquiries and visitors, residents and
- Manage enquiries via telephone, social media or over the counter
- and suggestions for travel routes, accommodation, available tours and local
- Help prepare itineraries for tourists, travel agents and tour operators
- Manage online information systems
- Stock and maintain brochure displays
- Sell souvenirs and merchandise
- Arrange bookings and documentation for travel and accommodation
- Handle cash and EFTPOS
- Conduct general administration tasks
- Manage part-time and casual staff as well as
- Collect data and statistics on visitors (number, demographics)

• Maintain cleanliness and overall presentation of the information centre

#### **Education Pathways**

SIT30122 Certificate III in Tourism

#### **Related Roles**

- Airline Passenger Officer
- **Guest Service Attendant**
- Tour Guide
- Cultural Guide
- Museum Guide

#### **Relevant Sectors**



Tourism & Information





Stacy Modra **Visitor Services Officer** 

The Barossa Council

My tourism career began with an 18-month traineeship as a Tourism Services Officer at the Barossa Visitor Centre while I completed a Certificate III in Tourism.

After finishing the traineeship, I was offered a full-time, permanent role—and I've now been proudly working at the Barossa Visitor Centre for over 12 years. I'm part of a passionate team of staff and volunteer ambassadors, all dedicated to showcasing the best of our region.

I love helping people plan their time in the Barossa. Whether it's guiding them on a self-drive adventure, suggesting one of our bike paths, highlighting hidden gems, or recommending local experiences, I enjoy promoting the incredible variety of the place I grew up in.

My role is wonderfully diverse. From curating the Barossa Makers & Beyond Markets, to ordering stock and designing displays for our Barossa Made wares and food pantry, to coordinating training days (famils) for our team - every task gives me the chance to offer personal, informed recommendations.

What we do at the Visitor Centre has a real impact for our community. By helping people discover more of the region, we support longer stays, increased spending, and greater dispersal - contributing directly to the local economy and supporting small businesses, producers and tourism operators.

If you're considering a role in tourism, have a passion for your region and your community, and have great customer service, I encourage you to give it a go. The industry offers incredible variety and opportunity - you never know where it might lead!

# Vocational Education Trainer

### **Wait Staff**

Responsible for teaching subjects in a specialised area using their experience, knowledge and skills. Vocational Education Trainers prepare students for the workplace.

Also known as food and beverage attendants, wait staff are responsible for serving food and drink to guests and visitors in hotels, venues, restaurants and other establishments.

#### Responsibilities

#### Manage and write syllabus that covers course content

- Prepare lesson and produce resources for teaching use
- Teach students with theoretical and practical training
- Provide additional support and guide students regarding career opportunities and pathways
- Carry out administrative tasks

#### **Education Pathways**

- TAE40122 Certificate IV in Training and Assessment
- TAE50122 Diploma of Vocational Education and Training

#### Responsibilities

- · Greet and seat guests
- Take reservations
- · Set and clean tables
- · Provide menus to guests
- Provide menu guidance and inform guests of specials
- Take orders, process orders, and liaise with kitchen staff and bar staff
- · Serve food and drinks
- Prepare the bill for table when requested
- Handle money and EFTPOS payments
- Clear tables and return all dishes to the kitchen
- Undertake general cleaning tasks

#### **Education Pathways**

SIT30622 Certificate III in Hospitality

#### **Related Roles**

- Food Service Manager
- Kitchen Manager
- Restaurateur
- Caterer
- Catering Assistant
- Breakfast Cook
- Fast Food Cook
- Takeaway Cook
- Kitchen Hand

#### **Relevant Sectors**



#### **Relevant Sectors**



Accommodation



**Events** 



Food & Beverage

## Wait Staff: Food & Beverage Specialisation

#### **Formal Service Waiter**

A formal service waiter works at an upscale restaurant, hotel or venue. They are expected to have high level of service, therefore attention to detail is necessary.

### **Mixologists**

Mixologists are bartenders that specialise in mixing cocktail and drink recipes. They maintain a considerable depth of expertise in mixing drinks and premium beverage products.

### Silver Service Waiter

A silver service waiter works in an upscale restaurant, hotel or venue that serves food at the table. They are expected to have high level of service, therefore attention to detail is necessary.

### **Sommeliers**

Sommeliers specialise in the knowledge and service of wine and are responsible for pairing wine with food at a restaurant or venue. Sommeliers are expected to maintain a considerable of knowledge of different wines.

#### **Relevant Sectors**





Food & Beverage

### Web Developer

Design, build and maintain websites and webpages, using nontechnical and technical skills.

#### Responsibilities

- Design, build and maintain website and software applications
- Perform website updates and maintenance
- Collaborate to resolve bugs/conflicts and create solutions
- Work with different content management systems
- Edit, write or design website content
- Create and evaluate code
- Provide technical support where necessary
- Determine user needs and adapt website design as required

#### **Education Pathways**

- ICT40120 Certificate IV in Information Technology
- ICT50220 Diploma of Information Technology
- Undergraduate Degree

#### **Relevant Sectors**



**Attractions** 

Events

Food & Beverage

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Travel

### **Wellness Provider**

Provides wellness services to guests and visitors, including beauty therapy, physical activity, and exercises for wellness and wellbeing.

### **Beauty Therapist**

Provides a wide range of body and facial treatments for customers, including massage therapy, manicures and pedicures, facials, waxing and skin rejuvenation.

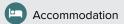
#### Masseuse

Provides massage therapy for customers.

### **Yoga Instructor**

Conducts a series of physical and mental exercises with customers, including meditation, breathing work and yoga poses.

#### **Relevant Sectors**







Events

#### Travel

### Wildlife Keeper

Provide care for wildlife and coordinate visitor interaction and services at wildlife parks and zoos.

#### Responsibilities

- Perform wildlife care tasks, including feeding and treating animals, cleaning habitats, maintaining facilities, and observing animal behaviour and health.
- Preparing food according to procedure
- Log duties and maintain daily records
- Enforce safety regulations and procedures
- Maintain cleaning and maintenance requirements
- Provide information and educate visitors about wildlife
- Facilitate visitor interaction with animals
- Maintain security of enclosures and habitats
- Transport animals when required
- Provide training for new staff

#### **Education Pathways**

- ACM30321 Certificate III in Wildlife and Exhibited Animal Care
- AHC31424 Certificate
   III in Conservation and
   Ecosystem Management
- Undergraduate Degree

#### **Relevant Sectors**



Attractions



Tourism & Information



### **Workforce Planning** Manager

Develop hiring strategies and inform and influence the development of education, training, capability building and skilling solutions to support industry workforce development.

#### Responsibilities

- Forecast staffing needs for organisations and departments
- Evaluate current employees
- Review current and future workforce requirements and identify gaps
- Develop hiring strategies for future positions
- Develop the skills of a workforce through education and training programs
- Promote the industry as a career path to stakeholders, including industry, government, training providers and schools
- Contribute to the design, analysis and implementation of workforce plans
- Give strategy and policy advice for workforce planning and development
- Contribute to development and implementation of workforce marketing and communication strategies
- Offer advice relating to apprenticeships, traineeships, Vocational

- **Education and Training** (VET) investment priorities, training packages and trade recognition
- Research and analyse future skill needs and recommend strategies
- Manage employee, contract and work experience students as required, including recruitment, selection, induction training, performance reviews and ongoing professional development
- Organise and participate in career expos and career planning events

#### **Education Pathways**

- TAE40122 Certificate IV in Training and Assessment
- TAE50122 Diploma of Vocational Education and Training
- BSB60320 Advanced Diploma of Human Resource Management
- Undergraduate Degree

#### **Relevant Sectors**



Tourism & Information

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Back to Contents Workforce Planning Manager



### **Starting Small**

Entering a new industry, no matter what stage of life you're at, can be intimidating. To prepare yourself for a career in tourism, one option is to start small and then build your skills at your own pace:

#### **Certificates**

Responsible Service of Alcohol

If you're looking to work in a licensed venue, it's essential to have a Responsible Service of Alcohol (RSA) certificate.

It is a legal requirement for any person serving or supplying alcohol in a licensed premises, such as restaurants or at events, to have completed their RSA training.

For 18-year-olds and above, having your RSA certificate is a great addition to your resume and shows employers you are committed to responsible service and customer safety.

First Aid Certificate

Having qualified staff who can deliver first aid in the workplace is vital for guests and valuable to employers.

In many workplaces, it is mandatory for employees to hold a first-aid certificate.

Accidents and emergencies can happen at any time, and having trained staff on hand can keep everyone safe.

To earn your first aid certificate, you need to complete a nationally accredited training course with a registered provider.

#### Join TiCSA

TiCSA offers a Student/Young Professional membership, available for \$49.09 + GST per year. This membership is designed for students and young professionals looking to establish themselves in the tourism industry.

Through membership, you will be subscribed to essential industry communications, receive access to member discounts, exclusive member events and networking opportunities.

To join or find out more, head to www.ticsa.com.au/membership or contact TiCSA at info@ticsa.com.au or 08 8231 3085.

## Attend Workshops and Networking Events

TiCSA hosts a range of industry events all year round, including workshops, training and networking events.

These aim to facilitate industry growth and provide an opportunity for our members and the wider tourism community to connect, learn and upskill.

To find out what's coming up next, head to www.ticsa.com. au/events/events-calendar



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The Tourism Industry Council South Australia (TiCSA) is the peak body for the South Australian tourism industry, with over 1.100 members across the state.

TiCSA's purpose is to build capabilities, advocate for, and bring together South Australia's diverse tourism industry for a sustainable and growing visitor economy.

TiCSA delivers industry programs and events to support business development and facilitate the sustainable growth of tourism businesses across SA.

#### This includes:

- Quality Tourism Framework
- South Australian Tourism Awards

- South Australian Top Tourism Town Awards
- Annual events including:
  - South Australian Tourism Summit
  - South Australian Tourism Conference
  - South Australian Tourism Awards Gala Dinner
- Business Capabilities Program

TiCSA also uses its advocacy work to create a credible and unified voice for the industry.

TiCSA collaborate with members, the wider industry and key stakeholders to shape and take a leadership position on critical tourism industry issues and needs.



Back to Contents Who is TiCSA? 91



#### TiCSA: Tourism Industry Council South Australia

08 8231 3085 | GPO Box 2071, Adelaide South Australia 5001 | www.ticsa.com.au

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