

Cascade Recruitment Sweden

Step by Step Guide to Working in Canada and Australia

1. Complete the Application Form below. ((Hyperlink to "Employee Expression of Interest Form" further down this page)).
 - Include as much information as possible such as intended travel dates and how long you wish to work in Australia for.
 - Attach your resume, at least two references, and two photos that best personify your character.
 - You will be contacted by Oskar (Australia) and Josefine (Canada) upon receipt of this form to discuss your options.
2. Apply for your Working Holiday Permit.
 - Allow 2 – 6 weeks.
 - Apply here:
 - o Canada - <http://www.cic.gc.ca/english/pdf/kits/forms/IMM1295E.PDF>
 - o Australia - <http://www.immi.gov.au/visitors/working-holiday/417/>
 - o Check the FAQ's page for eligibility and terms.
 - o It is easiest to complete the application online.

If you need assistance or have any questions about completing your Visa application, please don't hesitate to contact Oskar (Australia) and Josefine (Canada).

3. Enquire about flights and travel insurance.
 - We STRONGLY suggest, and in some cases you must, take out Travel Insurance.
 - Oskar and Josefine recommends:

"Have a good look on the internet or contact your local travel agent for flights that suits you. Contact your insurance company and ask what sort of insurance you have, or need, to be covered during your time abroad, if you need extra insurance contact your travel agent."
 - Upon confirmation from Oskar that we have a position for you in Australia or from Josefine that we have a job in Canada, you will need to go ahead and book and pay for your flights.
 - Please forward your flight details on to Oskar (Australia) or Josefine (Canada) AND your employer.
4. Obtain an International Driving Permit
 - Apply here:
 - o Denmark: contact your local Borgerservice at your local council
 - o Finland: www.autoliitto.fi
 - o Norway: www.naf.no
 - o Sweden: www.motormannen.se

- You will be permitted to drive any vehicle, whilst in Australia or Canada, for which you are licensed in your home country, for the first three months.
- After three months you will be considered a resident of the State or Province in which you are residing and will need to obtain a Drivers Licence for that State or Province.

****You need to follow the steps below for EITHER Australia OR Canada.**

The Three Essentials to Work in Australia.

5. A Tax File Number (TFN). ((*Hyperlink to* <http://www.ato.gov.au/individuals/content.aspx?doc=/content/38760.htm&pc=001/002/043/001/004&mnu=5372&mfp=001/002&st=&cy=1>))
 - You can begin your application online here but you may need to sign and send a form away when you get there, check with your employer.
6. An Australian Bank Account.
 - Like Europe, there are a number of banks in Australia and all have their benefits.
 - We suggest you wait until you get to your job and open an account with the same bank as your employer as they will often have a good relationship with a local branch.
7. A mobile phone.
 - In Australia, there are a number of service providers, so it best to wait until you are at your place of employment and obtain a phone that will have coverage there.
 - You will not pay to receive calls in Australia and all mobile numbers start with "04".
 - Some employers will issue you with a phone for local and work use.
 - SKYPE or international calling cards are the cheapest way to call home.

The Three Essentials to Work in Canada.

5. A Social Insurance Number (SIN). ((*Hyperlink to* www.servicecanada.gc.ca/eng/sc/sin/))
 - You will need to visit a Service Canada office in Canada OR you can download and complete the forms and send it off once you get to Canada.
6. A Canadian Bank Account.
 - Like Europe, there are a number of banks in Canada and all have their benefits.
 - We suggest you wait until you get to your job and open an account with the same bank as your employer as they will often have a good relationship with a local branch.
7. A cell phone.
 - In Canada, cell (mobile) phones have area codes as well, so you will need to wait until you get to your job and get a cell phone that has coverage and a local number in the area where you will be living.
 - You will pay to make AND receive calls in Canada.
 - Some employers will issue you with a phone for local and work use.
 - SKYPE or "Liberty" international calling cards are the cheapest way to call home.