



Working at Ability Works Australia

At Ability Works Australia, we believe everyone should have the opportunity to secure a job. A job with us is more than just income. It is a chance to create a circle of friends, have a sense of belonging, with something to look forward to each day – all within a structured and supportive environment.

Our Accreditations and Certifications



www.abilityworks.com.au

abilityworks
AUSTRALIA
PURPOSE THROUGH EMPLOYMENT



Join our team

Ability Works is an inclusive and diverse social enterprise. We employ people with all kinds of experiences and backgrounds. Our team includes people who live with physical and intellectual disability (including many who have complex support needs), people without a disability, people from Indigenous and Torres Strait Island backgrounds, migrants for whom English is an additional language, refugees, women returning to the workforce, young people 16-25 years who are finding it hard to get their first job and people over age 50 having difficulty getting a job.

What we offer

Ability Works tailors work opportunities across a wide range of work activities and products so our people get to experience different jobs and build their skills.

On-the-job support includes innovative machinery and tool configuration, process aids and providing specialised training to address the diverse needs and safety requirements of everyone we employ.

We also focus our resources on supporting the families and carers of our team.

What we look for

Attitude is as important as ability. This is why we take into account someone's love for learning and their desire to keep improving. We value innovative ideas and appreciate everyone's unique qualities. So, if you can get to work and have a 'can do' attitude, contact us!



Your work choices

Specialised employment areas

Ability Works provides employment in:

1. metal and wire fabrication
2. packing and assembly including pick, pack and dispatch
3. records management including document scanning and mailroom services
4. user centred design consultancy services.

Employment services

We also offer a range of employment services, including:

- individual National Disability Insurance Scheme (NDIS) plan support
- specialised Traffic Accident Commission (TAC) return to work services
- annual Individual Employment Plans which are maintained to ensure workplace goals are achieved.
- technical skills training using cue cards, jigs and photographs
- training in appropriate workplace practices
- on-going supervision and support while working
- equipment customisation.

Let us help build your skills

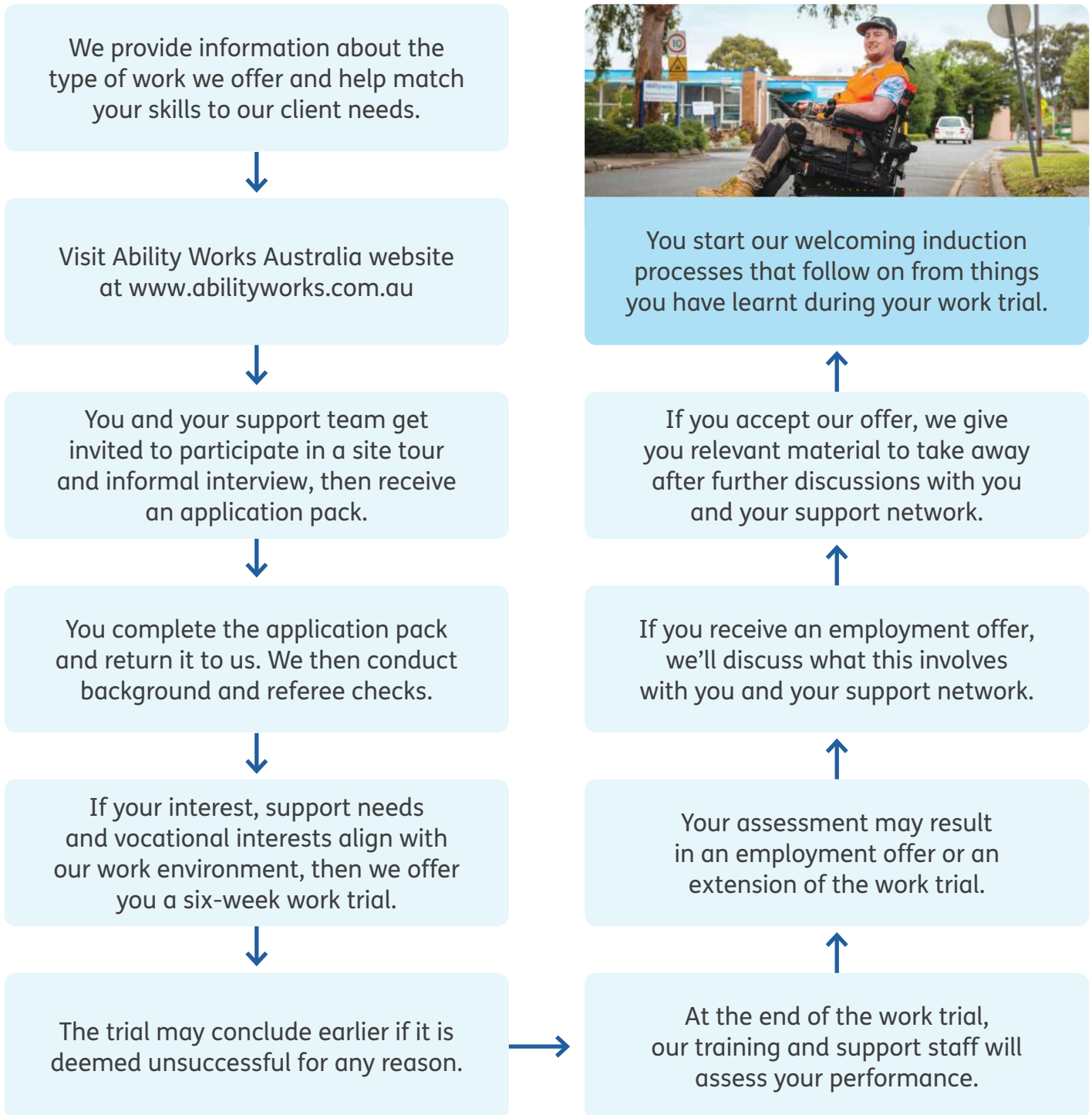
As well as employment and income, we offer a wide range of other benefits. These include the chance to improve your communication, self-organisation, workplace health and safety, working with others and an understanding of appropriate workplace behaviours and relationships.

We also promote an understanding of accountability, and work goals as you progress to more complex or varied tasks.

There are many benefits that go beyond those directly associated with work, such as including new friendships and formal training at certified TAFEs.

Preparing for your Ability Works' Australia employment journey

Our selection process



Meet your colleagues



Joy

Joy has been working at Ability Works for just over six months.

“I chose to work at Ability Works because I thought it would be a good experience, a chance to learn some new skills and I love serving the local community. My dream job is to be a library assistant, so I feel as though the things I am learning such as document scanning are helping me on my way to achieving that dream. The people at Ability Works are kind, welcoming and I feel as though I have made a lot of friends. I like that there is the Employee Representative Council, alongside the staff, which makes me feel heard and supported”.



Giulio

Giulio has been working at Ability Works for just over a year.

“I love working at Ability Works because it’s such a positive environment! I have made some great friends here and the staff are the best! They are so easy to get along with, they understand that some people might need extra help and they guide you through to achieving your goals, both short and long term. I like that working here is a group effort, we all work together as a team, and as friends, and it’s not what your disabilities are, it’s what your abilities are”.



Tina

Tina has been working at Ability Works for more than 10 years.

“I like working at Ability Works because I enjoy working and I get the chance to make some new friends, all the staff and employees are kind, supportive and friendly. My favourite thing each day is seeing everyone and saying hello, and I hope to continue working at Ability Works for a long time”.



Mark

Mark has been at Ability Works for just over two years

“I decided to work at Ability Works because they could offer me a unique opportunity for supported work, tailored to my needs. Now that I work here, I love the friendly environment and the people I work with, as well as the innovative ways Ability Works can break down jobs into easily achievable tasks and continue to support their employees. Something that surprised me about Ability Works is that I met my fiancé here, I never expected to meet the love of my life at work”.

Frequently asked questions

Why is Ability Works the best place to work?

Ability Works is not like any other workplace. Working here can turn your life around. Once an offer is made to you, you have a job for life, should you wish.

You and your family may think it is not possible for you to work. Ability Works is most likely able to get you into work even if you do not have sight, hearing or speech. People who work with us have intellectual and developmental or physical disabilities, and we create safe inclusive workplaces.

What are your work hours like?

If you work full time, your workday starts at 8.30am and finishes at 4.15pm between Monday to Thursday. On Fridays you finish at 4pm. There is a 15-minute break for morning and afternoon tea, with a half hour for lunch. You also have ten rostered days off (RDO) so staff supporting you can meet, attend training and catch up on administration.

What is a typical workday like?

As we have many different business units, we can offer you a variety of work. You can be doing one job in the morning and a different one in the afternoon, or different jobs on different days of the week.

What training do you offer?

We can offer you job specific training or if you have a goal to improve your skills in a particular area, we are able to support that too. We conduct a lot of training in workplace health and safety. Box Hill Institute run Certificate training courses at Ability Works, which you can attend during work hours.

How do I apply and make contact?

Contact us either by calling 03 9853 7080, via our website or email us on support@abilityworks.com.au and let us know of your interest. We will start the application process by providing you with some information and inviting you on a tour of our facility.

If I am declined during the application process, can I reapply?

If your circumstances change later, you are always welcome to reapply.

Who can see my personal data? How long do you retain data?

Your personal data is kept in our database, which has strict controls and provides access to only those who need to have information about you. You will also be advised about what personal information we collect and why. We follow the NDIS Practice Standards around your rights and our responsibilities. Our employee handbook has a section on 'private matters' that covers how we keep all information relating to you private and confidential.

What will my salary be?

We pay award-based wages or higher. Your wage will depend on the type of work you end up doing and how you perform it. You can choose to work as many days as you like.

Do I need to have work experience to apply?

No, you do not need work experience.

What funding do I need to have?

In some cases, you will need to be funded for employment support through NDIS or TAC. We can talk to you about this in more detail if necessary.

What sort of work do you do/do you offer?

We offer work in four areas:

Metal and wire fabrication

We make a range of products for the building and construction sector. You will have an opportunity to weld, bend, drill, cut, repair temporary fences, make wire mesh products, coil holders, metal stemmed brushes and products for road and rail construction.

Packing and rework

This area includes pick, pack, assemble, label, shrink wrap, heat seal, collate, sort and quality check.

Records management

This area includes document preparation, scanning, quality checking and mailroom services.

User centred design services

If you do not have sight, are in a wheelchair, have an intellectual disability, mental health condition or live with a disability, your input is invaluable to designers who work on infrastructure, facilities, products, and services. You can help improve access and use and help design products and services that can be used by everyone, instead of just a few.