

How to apply for a role with the SATC

As the South Australian Tourism Commission is a relatively small South Australian Government Statutory Authority, opportunities to recruit and take on new staff are generally limited to when existing staff resign, transfer or a new initiative, project or event commences.

When jobs are advertised externally (as some opportunities are advertised internally only), the SATC generally uses Seek.com and our corporate website www.tourism.sa.gov.au.

Preparing Your Application

The following layout is the preferred for all SATC advertised positions:

- Covering letter outlining your relevant knowledge, skills and experience (try to keep to 1 to 2 pages)
- Copy of your Curriculum Vitae

Sending Your Application

It is important to ensure that your application is received before the close off date so that it can be included in the interview short-listing process. The job advert will specify who to address and how applications are to be received.

Acknowledgement of Your Application

When your application has been received by the SATC and the position application date has closed off, you will receive an acknowledgement via email outlining the next steps. This will state when you can expect to be contacted by if you are successful for an interview. Due to the large volume of applications we receive, only the successful candidates are contacted.

Please submit a specific application for each role that you are interested in.