

Supporting your career success



Who are Career Management Services?

Career Management Services (CMS) are specialists in Career Management and Career Transition Support.

Passionate about helping individuals achieve their career goals, our career consultants provide expert career guidance and job-seeking support, to help our clients optimise their potential and opportunities. Drawing on deep recruitment expertise, as well as up-to-date market and industry intelligence, CMS can empower you with greater confidence and certainty to make the most of your career options.

Through personalised one-on-one coaching services, our consultants apply reverse-engineered trade tactics and strategies to simplify the job-seeking process, making it easier to navigate the employment market, to enable you to make the most of your personal situation and achieve the best results.

Who can we help?

CMS assists individuals at any stage of their career, offering tailored career coaching and specialist job-seeking support. Our team have a strong track record of achieving great outcomes for a diverse range of people and circumstances.

Whether you need support to return to work post-injury (physical and/or psychological) and there's some uncertainty around returning to your pre-injury role, or you need help because you've been impacted by organisational change or role redundancy, our coaching expertise can support you to understand your options, support you with making optimal career decisions. If you need help with job seeking, our coaches can successfully help you with everything you need to make it easier to transition into new employment.



Our consultants' experience spans a wide range of public and private organisations, industry sectors, blue collar jobs, white collar roles, from entry-level and low-skilled to executive positions.

We support individuals:

- needing career coaching, counselling, or industry insights to support a career progression or change
- requiring guidance with career direction and to explore options, to help with written job applications (including CV/resumes), and interview confidence
- wanting to enhance your employability and better showcase your transferable skills
- frustrated by ineffective applications (e.g. applying for many roles with little or no response or being unsuccessful at interviews)
- looking for additional support to optimise their job search strategies including those unsure of how to search for suitable work
- recovering from a psychological and/or physical injury who want to work and are ready to start the process, as well as those who need assistance in building motivation for return to work (RTW)

CMS gives workers an Employability Edge, arming them with the right Mindset, Skillset and Toolkit to secure a rewarding job and pursue a fulfilling career.*



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*Employability Edge is a CMS process.

CMS Services:



Career Exploration & Guidance

Including Birkman assessments and other psychometric profiling tools



Career Coaching

Career assessment, transition support, and change management, plus career counselling, guidance and direction



Career Pathway Planning & Mapping

Clear, structured career plans to align with skills, goals, and market opportunities



Personal Branding

Professionally written CVs, résumés, and LinkedIn & job board profiles



Job Search Support & Job Concierge

Targeted job search and reverse engineering the recruitment process



Selection Criteria Writing & Assistance

Expert guidance in addressing key selection criteria to strengthen job applications



Job Applications

Including tailored cover letters and capability statements



Interview Coaching & Preparation

Practical training and strategies to build confidence and improve performance



Salary Negotiation

Negotiating salary and employment conditions to secure the best possible offer



Post-Placement Support

Ongoing assistance after securing a role to ensure long-term success

Take the next step

At CMS, we understand that navigating the job market can be challenging, particularly after an injury or career setback. Our expert guidance and tailored strategies empower you to take control of your career journey with confidence.

No matter your background, industry, or career level, we are committed to helping you achieve a positive and sustainable employment outcome.

Contact us today to learn how CMS can support you in taking the next step towards meaningful employment.

"CMS did such an amazing job putting together an exceptional resume and detailed cover letter that I was contacted within less than 24 hours of applying for a position. I can't recommend their service enough. Thank you for getting me back in the game!"

ALISA – CMS CLIENT



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