

## JobWatch is.....

*JobWatch is an employment rights legal centre which provides assistance to Queensland workers regarding their rights at work. Our functions include:*

- Free, confidential telephone information and referral services for Queensland workers
- Community legal education, including factsheets on a range of topics
- Self-representation assistance including *Unfair Dismissal Self-Representation Kit* and *Making a Small Claim under the Fair Work Act 2009 Kit*
- JobWatch Employment Rights Information App
- Law reform campaigns which promote workplace justice and equity for all workers

JobWatch was founded in 1980 and since then has provided and continues to provide assistance to thousands of workers. JobWatch acknowledges and is grateful for the financial and other support it has received from both the Commonwealth of Australia Attorney-General's Department, the Victorian State Government and Victoria Legal Aid.

### **JobWatch Telephone Information and Referral Service**

This service provides practical assistance to Queensland workers. Our telephone consultants will explain legal options and provide information about other agencies that can provide assistance. Our telephone consultants can speak directly with callers about issues such as:-

- Unfair dismissal
- Unlawful dismissal (General Protections)
- Unfair work practices
- Unpaid wages, superannuation and other entitlements
- Workplace bullying and violence
- Sexual harassment
- Maternity leave
- Discrimination in the workplace
- Enterprise agreements, awards and employment contracts.

### **JobWatch Telephone Information Service Details**

- **1800 331 617 (free call)**
- (03) 9662 1933
- Monday to Friday 9:00 am to 5:00 pm  
Wednesday – 9:00 am to 8:30 pm
- **Melbourne time applies**
- **Closed on Victorian public holidays**

- Access to interpreters is arranged as required via the Translating and Interpreting Service (TIS National).

### **JobWatch Website**

Queensland workers can also access the JobWatch website which provides 30 publications, including factsheets on a range of topics all available for download at [www.jobwatch.org.au](http://www.jobwatch.org.au)).

Our factsheets provide information on a range of topics including:-

- Unfair dismissal
- Unlawful dismissal (General Protections)
- Casual work
- Employment contracts
- Getting paid and pay slips
- Independent contracting traps
- Private training courses
- Redundancy and retrenchment
- Sexual harassment
- Superannuation
- Unpaid trial work
- Workplace bullying
- Warnings

### **Self-Representation Assistance**

JobWatch has produced an Unfair Dismissal Kit to assist workers who have lodged an Unfair Dismissal Claim to represent themselves during the Fair Work Commission conciliation process. The kit provides information and practical tips to enable self-representation with confidence.

JobWatch has also produced a Small Claims Kit to assist workers who are seeking to recover minimum entitlements in the Federal Circuit Court of Australia.

The self-representation kits are available for download from the JobWatch website ([www.jobwatch.org.au](http://www.jobwatch.org.au)).

### **Employment Rights Information App**

The JobWatch Employment Rights Information App is an interactive application available on the JobWatch website ([www.jobwatch.org.au](http://www.jobwatch.org.au)).

App users answer a series of questions relating to their situation and the app emails tailored information back to the users.

JobWatch acknowledges the Aboriginal and Torres Strait Islander peoples of this nation. We acknowledge the traditional custodians of the lands on which we are located and where we conduct our business. We pay our respects to ancestors, and Elders, past, present and emerging.

**JobWatch**  
[www.jobwatch.org.au](http://www.jobwatch.org.au)

Melbourne Metro **9662 1933**  
Country VIC, QLD & TAS **1800 331 617**

### **Law Reform**

JobWatch has made written and oral submissions to a broad range of employment and industrial relations inquiries available on the JobWatch website ([www.jobwatch.org.au](http://www.jobwatch.org.au)).