



Name: Carina

Apprenticeship: Certificate III Business

Completed Citi New Recruits Program Phase III

Eighteen-year-old Carina Ardizzone is no stranger to hard work and dedication. Before undertaking a traineeship with the Department of Industry Training Services in New South Wales, she spent ten years training and competing in women's gymnastics and acrobatics.

During high school, Carina developed an interest in Business studies but did not have the opportunity to gain work experience. After completing her HSC in 2015, she was uncertain about the future. "I was unsure what career path I wanted to undertake and to study at university. I was unsure about my options," she recalled.

After completing the Citi New Recruits program in March 2016, Carina decided to pursue her interest in business. "The program gave me the reassurance I needed, as a guide to workplace culture such as dress

code and behaviour. The week's work experience allowed me to put what I learned into practice," she said, adding, "I became more motivated when I realised I had an entry opportunity into the business world."

Today, the eighteen-year-old is well on her way to completing a Certificate III in Business. She is honing her skills on the job each day, while gaining experience in a professional environment. "At first I didn't know what to expect and was quite nervous but my confidence developed so I am now able to engage in a professional way," she said.

Carina has found that being organised is one of the biggest keys to success in her role, in addition to good time management and communication skills. Her daily work includes a wide range of responsibilities: sending

out letters, processing transactions, archiving, handling telephone and email enquiries, and general office duties.

For Carina, the traineeship has been an effective way to gain skills quickly and confidently apply them. "I feel as if I have an advantage over others who pursue traditional study methods such as university, as I have the industry experience and a nationally recognised qualification, while developing valuable skills that employers look for," she said.

Carina is optimistic about the future. "I feel like anything is possible and I can achieve anything I set my mind to. Commencing the traineeship has opened up many doors and opportunities," she said.

Carina's hard work and determination was recognised at the Central and Northern Sydney Training Awards in 2017

**For further information please contact:
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