Talia Keating

Vocational Rehabilitation Counsellor

vocational-rehabilitation-counsellor@example.test · Melbourne, Australia

Summary

Coordinates vocational rehabilitation for people returning after injury or illness. Develops work goals with clients, documents graded return plans and works with employers and treating teams to clarify adjustments.

Experience

2021-07 – Present **Vocational Rehabilitation Counsellor**
Stonewattle Work Recovery

- Managed up to 18 active cases. Set work goals with each client and reviewed progress against the actions they had agreed.
- Prepared graded return plans after checking treating-team guidance and the employer's available duties. Escalated proposed duties outside the stated restrictions.
- Tracked a cohort of 21 agreed placements. Confirmed that 15 of 21 clients remained at work at six weeks and reported unconfirmed outcomes separately.
- Obtained written consent before sharing relevant information with supervisors. Recorded the purpose, recipient and date of disclosure in the case file.

2017-02 – 2021-06 **Employment Support Coordinator**
Merrigrove Access Services

- Matched job trials to client preferences and site accessibility. Checked adjustments with the supervisor before the first shift.
- Arranged post-placement calls and recorded issues requiring review by the counsellor.

Education

2020 **Master of Rehabilitation Counselling**
Ironbark Coast Institute

Skills

Vocational counselling · Collaborative goal setting · Workplace adjustment planning · Outcome tracking · Consent records

Languages English · Vietnamese