

Courier Classifieds

Mansfield's Marketplace

EMPLOYMENT



DRIVERS REQUIRED

Car to HR, or above.

2019 Snow Season (and beyond).
Must have WWC & Drivers Accreditation.
HAA is desirable, however we do have slots booked to obtain this.

Various positions available at Mt Buller for the forthcoming Snow Season
Driving from 13 passenger seat Hiaces, Toyota Coasters, Low Floor Buses through to Coaches.

Please email your resume to recruitment@bendigocoachlines.com.au or call (03) 5446 7018 and ask for David.

EMPLOYMENT



MATHS/SCIENCE TEACHER

Full Time, Fixed Term Contract
Commencing 29 April 2019

Mansfield Secondary College is set amongst the dramatic landscapes of the Victorian High Country. Rugged mountains, rolling snow plains, rushing rivers, gentle lakes and sweeping grasslands make for an ever changing, ever lovely backdrop. Four distinct seasons and varied terrain means that life is lived to the fullest outdoors.

We are seeking a suitably qualified and experienced Maths Science teacher (Years 7-12) to join our team.

Interested teachers should apply via:
<https://schooljobs.education.vic.gov.au>

For further details please contact:
Timothy Hall, Principal on 03 5775 2022.

EMPLOYMENT



EXPERIENCED REGISTERED NURSE

OPERATING THEATRE – Casual Vacancy

Mansfield District Hospital is currently seeking an experienced Registered Nurse to be part of the skilled operating theatre team providing innovative and dedicated care in this specialty area.

Taking a lead role in providing comprehensive and high quality nursing care to surgical patients, you will have current registration with AHPRA, experience in operating theatre nursing and demonstrated excellent interpersonal skills and proven ability to prioritise tasks.

CSSD TECHNICIAN

Permanent, part-time - 8hrs per fortnight

An exciting opportunity currently exists for a Registered Nurse or Enrolled Nurse with a Certificate 3 in Sterilisation Services to join the Operating Theatre team as an CSSD Technician.

The successful applicant will be responsible for preparation and sterilisation of reusable medical and surgical equipment and the preparation and sterilisation of textile packs for use across the organisation.

Nurses with a demonstrated aptitude and the necessary qualifications to work in this area of care are encouraged to apply.

The successful applicants will demonstrate excellent time management, communication and clinical skills as well as be committed to achieving quality outcomes for patients and clients of MDH.

For further discussion/enquires surrounding these opportunities please contact Jenny Pollard, Nurse Unit Manager Operating Theatre 5775 8800

Applications are to be forwarded to Margaretanne Hood, Director of Clinical Services by COB Friday 12th April, 2019.

Further information and employment application documents are available online at <http://mdh.org.au/position-vacancies/> or from Hospital Reception.

JOIN THE TEAM AT

BENALLA MITRE 10

PAINT DEPARTMENT SUPERVISOR

We are looking for an experienced Salesperson to head up the new look Paint Department at Benalla Mitre 10 which includes our established Dulux Trade Centre operation.

We welcome applications from suitably qualified candidates who meet the following criteria:-

- Able to work a Full Time position.
- Must have relevant industry experience.
- Physically fit for manual handling of Paint Department and Hardware merchandise.
- Good knowledge of stock ordering and understanding of stock receiving.
- Flexible to work weekends as part of your roster.
- Able to assist with Sales in other Hardware Departments.
- Must be customer service focused.

This is a long term opportunity for the right candidate with potential to take a senior role alongside our Duty Managers and Leadership team.

If you wish to apply, please send your resume in the first instance to:
accounts@benallamitre10.com.au



Hotel Reception & Food Beverage

We are seeking a motivated Front Office Representative / Coordinator with basic Food Beverage knowledge for an immediate start, to join our busy team in Mansfield. Note: This is **NOT** seasonal work, we are looking for someone who can commit for longer term.

About the role:

Hotel Reception and Food Beverage outlet duties – Casual Role

- Work closely with the Executives to support in all Administrative and F&B areas such as admin reception, events, and catering
- Be proactive with distributing accommodation requests from travel agents, group bookings and direct clients.
- Accurately recording event inquiries and process all online booking
- Coordinating invoices and payments
- Assisting with events & catering occasionally on weekends (Must have basic Food & Beverage experience)
- Maintaining communication with our existing customers
- Must be available to work early mornings/evenings and weekends, when required
- Must have RSA

About you:

- Front Office/Reservation experience
- All Rounder - Multitasker, Hospitality or Travel background
- Have basic Food & Beverage knowledge
- Excellent communication skills

Benefits:

- Training provided
- Staff discounts
- Career progression
- Great team environment

Please apply with a cover letter giving more insight to why we should consider your application.

If you have specific questions about the role please contact our General Manager for any further query – ramesh@alzburg.com.au or Call 03 5775 7400



HENRY PARTNERS

Chartered Accountants

FULL TIME/PART TIME ADMINISTRATION POSITION

Our firm has a position available for an enthusiastic and highly motivated person to join our busy practice.

This role will require you to develop skills in all aspects of the administration duties within the practice including:

- General reception duties
- Data input
- Liaising with the ATO & ASIC
- Processing incoming/outgoing correspondence
- Banking, cheque account reconciliation and trust account processing
- Accounts receivable
- Accounts payable
- Corporate secretarial
- Monitoring work flow and documents within the office
- Maintaining filing and archiving systems

Competent computer skills and professional etiquette are essential.

For enquiries please call us on 5775 3170 or email us on admin@henrypartners.com.au

Please forward your application by 5pm Thursday 18 April by email to admin@henrypartners.com.au or by post to Henry Partners, PO Box 509, Mansfield VIC 3724

EMPLOYMENT

HELP WANTED.

Casual 3-4 days paid farmwork.

Call **0419 238 973** for more details.