



Strathbogrie shire

REVENUE COORDINATOR

- Full Time, Ongoing
- Band 6 - \$72,766 per year plus superannuation

We are seeking a proficient and dynamic Revenue Coordinator to join our Finance team to oversee the accurate and timely issuing and recovery of Council rates, charges, fees and sundry debts through the rating and debtors system.

To be successful in this role, the applicant must have demonstrated experience with financial systems and processes, excellent written and verbal communication skills to work cooperatively with a variety of stakeholders, and outstanding attention to detail and time management skills.

EMPLOYEE BENEFITS:

Working at Strathbogrie Shire, employees enjoy a range of staff benefits including flexible working arrangements, free on-site parking, Study Assistance and Professional Development Programs, Employee Assistance Program, Social Club, and Income Protection and Health Insurance schemes.

HOW TO APPLY:

Applications must include a cover letter, current resume and a statement addressing the key selection criteria as outlined in the position description.

Applications must be submitted by **5:00pm Wednesday, 18 September 2019** and addressed to:

Chris Dube

Executive HR Business Partner

Strathbogrie Shire Council

PO Box 177

EUROA VIC 3666

Alternatively, you may submit your application via info@strathbogrie.vic.gov.au

A copy of the Position Description can be found on the Council website.

For further information about the position, please contact Upul Sathurusinghe, Manager Finance on 5795 0000.

EMPLOYMENT



MANSFIELD SHIRE

Parks and Gardens Supervisor

Full time, Permanent

Would you like to be involved in how Council's parks and gardens are presented?

Council is seeking to appoint a suitably qualified and experienced person to supervise and lead the Parks and Gardens team.

This role is responsible for the management and maintenance of Council's parks and gardens while also working hands on in the field.

Remuneration will be based on Band 5 classification of the Mansfield Shire Council Enterprise Agreement 2019.

For all the details, please refer to the Employment page of Council's website www.mansfield.vic.gov.au

Written applications close at 5:00pm on Monday 9 September 2019.

For a confidential discussion regarding the position contact Mark Osborne on 5775 8543.