

# NorthEast JOBS

Circulating in Wangaratta, Myrtleford, Bright, Mt Beauty, Beechworth, Yackandandah, Rutherglen, Chiltern and districts

To place an ad, phone 5723 0101 or email [classifieds@nemedia.com.au](mailto:classifieds@nemedia.com.au)

[www.northeastjobs.com.au](http://www.northeastjobs.com.au)

## Jobs at Indigo



### Business Development Officer

- Beechworth location
- Permanent, part-time (3 days)
- \$61,167 - \$64,411 p.a. pro rata plus super

Applications close 4pm, Friday 18 October 2019.

Visit [www.indigoshire.vic.gov.au/jobs](http://www.indigoshire.vic.gov.au/jobs) to download the position's recruitment kit, and to view instructions on how to apply.

Phone 1300 365 003  
[www.indigoshire.vic.gov.au](http://www.indigoshire.vic.gov.au)

## Jobs at Indigo



### Project Manager (Multiple Positions Available)

- Beechworth location
- Permanent, Full-time
- \$77,788 - \$84,959 p.a. plus super

Applications close 4pm, Friday 25 October 2019.

Visit [www.indigoshire.vic.gov.au/jobs](http://www.indigoshire.vic.gov.au/jobs) to download the position's recruitment kit, and to view instructions on how to apply.

Phone 1300 365 003  
[www.indigoshire.vic.gov.au](http://www.indigoshire.vic.gov.au)



### RECEPTION / ADMINISTRATION / ACCOUNTS

Oxley + Co is a multi-disciplinary practice providing services to the land development industry, state government departments and local government authorities throughout North East Victoria

An opportunity exists for a full time maternity leave position in our team, providing front office reception and administrative support to professional staff, including management of accounts payable/receivable.

The successful applicant will be professional, motivated and enthusiastic with proficiency in Microsoft Word and Excel and Xero (or similar) being essential. Previous experience in a similar role would also be highly regarded.

Above award wages apply.

Further details and position description can be obtained via:

Email: [admin@oxleyco.com.au](mailto:admin@oxleyco.com.au)

Phone: 03 5721 6255

Applications (including your CV) close at **5pm Friday, October 25, 2019**

Send to:

**Oxley + Co**  
PO Box 382,  
Wangaratta Vic 3676  
[admin@oxleyco.com.au](mailto:admin@oxleyco.com.au)



### LATEST ALPINE SHIRE COUNCIL CAREER OPPORTUNITIES

#### Library Services Officer (Casual)

An ideal opportunity exists for a person that is passionate about Libraries to join our team to assist in the deliver a high quality and innovative library service.

Visit our website to find out more.

We'd love to hear from you!

[www.alpineshire.vic.gov.au/employment](http://www.alpineshire.vic.gov.au/employment)



### Quercus Beechworth is seeking a new Manager

Quercus Beechworth Inc (formerly Beechworth Neighbourhood Centre) is looking for a dynamic new Manager to lead a small team in developing and managing our well established, growing organisation.

**Classification:** NHACE 2016 Sch 2B Level 7.

**Hours:** Permanent Part Time 22.8 hours per week. This challenging and rewarding role provides an opportunity to develop and strengthen our small but vital community organisation based in beautiful Beechworth.

The Manager is responsible to the Board of Governance for the operation, management and future development of Quercus Beechworth and for ensuring that the organisation operates in accordance with the Board's strategic decisions, the service agreements with funding bodies and applicable legislation.

Experience in managing a community organisation and a command of community development principles and skills are central to the role.

**Applications close Sunday 27th October.**

For a position description and application details please contact Karen Nankervis:

[contact@mybeechworthsecretary.com.au](mailto:contact@mybeechworthsecretary.com.au)



BECAUSE WE'RE LOCALS

### LEGAL RECEPTIONIST

We are seeking to employ an energetic and enthusiastic legal receptionist in our busy Wangaratta office. This is a full time position suitable for a highly motivated individual. Experience is not essential. Suitable for career seeker or gap year student.

Telephone enquiries to Kerrie Young on (03) 57 521 255.

Applications and CV to:-  
[kyoung@nlg Solicitors.com.au](mailto:kyoung@nlg Solicitors.com.au)

**Applications close 25 October 2019.**

## THE ROLE OF PUBLISHERS

### Advertisers please note!

Much hardship and difficulty is caused to job seekers by misleading advertising placed in the employment columns.

Our Employment column is reserved for advertisements which carry a specific and genuine offer of employment.

Ads for 'Business Opportunities', 'Commission Only' training courses and employment services should be submitted under those headings.

Placing misleading ads is an offence against the Trade Practices Act and state/territory fair trading acts and all advertisements are subject to the publisher's approval.

For further advice, contact:

**The Australian Competition and Consumer Commission on 1300 302 502 or your state consumer affairs agency.**

**NorthEast JOBS**



Find the widest range of jobs in the North East at

[northeastjobs.com.au](http://northeastjobs.com.au)



### Psychologist - Finding Strengths Project

0.5 EFT Fixed Term Contract to 28/2/2021

Based in Wangaratta and Wodonga, this is an exciting opportunity to be part of The Centre's innovative and potentially ground-breaking project to support adults with learning disorders to become more employable.

If successful, you will be a member of a trans-disciplinary team undertaking assessments and providing therapeutic interventions, supporting participants to engage in education.

To apply for this role please visit [thecentre.vic.edu.au/careers](http://thecentre.vic.edu.au/careers)

For further information about this role please contact Kerri Barnes on 03 5721 0200 or [kerri.barnes@thecentre.vic.edu.au](mailto:kerri.barnes@thecentre.vic.edu.au)



## Galen Catholic College

Galen Catholic College Wangaratta is a co-educational College with an enrolment of 1160 students from Years 7 – 12 and 140 full and part time staff.

We are seeking suitably qualified applicants for the following Teaching vacancy commencing 28th January 2020.

### Italian and Humanities 7-9

Full Time Fixed Term Maternity Leave Replacement until 4th October 2020

**The ability to teach Religious Education will be highly regarded. The successful applicant will require a current VIT registration.**

**Applications close Monday 21st October 2019 12 noon.**

Employment is in accordance with terms and conditions as outlined in the Victorian Catholic Education Multi Enterprise Agreement (VCEMEA 2018).

For further details please visit our website <http://www.galen.vic.edu.au/employment/>

To apply please send a completed employment form, letter of application and current CV with names of three current referees to [employment@galen.vic.edu.au](mailto:employment@galen.vic.edu.au).

Our school community promotes the safety, wellbeing and inclusion of all children.

Successful applicants will demonstrate a commitment to the philosophy and ethos of Catholic education.

Proud to be Galen

[www.galen.vic.edu.au](http://www.galen.vic.edu.au)

## Cadet Journalist Career Opportunity Full time 38 hour hours per week

North East Media, publisher of the award winning Wangaratta Chronicle, is currently seeking expressions of interest from enthusiastic and motivated candidates to join the team in Wangaratta as a cadet journalist.

The position is ideally suited for a recent or imminent Year 12 graduate interested in a three year cadetship.

The cadetship includes course study by correspondence from Deakin University, and is subject to the Country Press Australia national award.

We are searching for a budding writer who has the skills, passion and determination to be a journalist of the future.

Sports coverage will be a key focus of the role.

Candidates must have excellent verbal and written English, sound computer skills, solid general knowledge, a genuine

interest in the local community, and an ability to build rapport and networks quickly.

You will need to be well organised, able to work to deadlines, and have strong attention to detail.

Candidates must hold a valid driver's licence (or be a learner driver), be available to work flexible hours including weekends, and photography and social media skills are desirable.

North East Media is a leading independent family-owned media group with a commitment to community journalism.

Applications, including covering letter and resume, should be forwarded to:

**Jeff Zeuschner**  
Group Editor  
North East Media  
[jzeuschner@nemedia.com.au](mailto:jzeuschner@nemedia.com.au)



## Important Notice

### Discrimination in Advertising is Unlawful

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