

**Chronicle Classifieds**

**Wangaratta's market place**

**EMPLOYMENT**

**Sales Executive**

**LANCEMORE MILAWA**

- Join Australia's leading boutique hotel company
- Shape your career with a growing organisation
- Be part of a high performing workplace that believes in developing talent and empowering people to drive their own results

We are looking for a talented Sales Executive to join the team at Lancemore Milawa. This is an excellent opportunity to progress your sales career. The successful applicant will have previous experience driving sales, sourcing new clients, maintaining existing relationships, maximising sales and increasing occupancy through networking, promotions and F&B operational knowhow. Conference, wedding and event planning experience will be highly regarded.

**Applications:**

Ed Cole [ecole@lancemore.com.au](mailto:ecole@lancemore.com.au)

**EMPLOYMENT**

**TRUCK DRIVERS WANTED**

For the 2020 Grape Season.  
**MUST BE OR HAVE:**  
 CURRENT HC LICENSE, OVER 25 YEARS OLD, FORKLIFT LICENCE, EXPERIENCED WITH GENERAL FREIGHT. APPROXIMATELY 8-10 WEEKS WORK, STARTING APPROX MID FEB.  
**PHONE GREG 0429 306 679**  
**or email [jenvytransport@gmail.com](mailto:jenvytransport@gmail.com)**

**White Livestock Carriers**

Requires a

**Livestock Truck Driver**

With a HC or HR licence willing to upgrade. Local and Interstate work. Full time position with flexible hours including weekend work. Based in Benalla. Sheep and cattle experience required. Generous wage to right applicant.

**Email resume with references and VIC Roads license printout to:**  
[dwhite11@bigpond.com](mailto:dwhite11@bigpond.com)

**Enquiries to Duane on 0438 655 283.**  
**Applications close 22.12.2019.**

**EMPLOYMENT**

**CASUAL ADMIN ASSISTANT**

A Wangaratta business is seeking the services of a casual admin assistant.

The successful applicant would need to work around 15 hours a week and be available to work for 30-38 hours for one week of the school holidays.

Main responsibilities would include reception work, filing, data entry, form management,

MYOB, Microsoft Word and Excel knowledge is needed.

**Please email resume's to**  
**[admin@pristineanimalnutrition.com.au](mailto:admin@pristineanimalnutrition.com.au)**

Applications close Friday, January 10, 2020.

**Warehouse Storeman**

North East Tiles are looking for a full-time energetic Warehouse Storeman in Wangaratta.

The role is to take ownership of day to day warehouse activities, including receiving, packing and delivering tiles for customers and worksites within the Wangaratta region.

**Applicant requirements:**

- Forklift licence
- Manual car licence
- Basic computer/calculation and admin skills
- Physically fit and prepared for manual labour

The position is Fulltime including some Saturday mornings.

**Please forward any enquiries and applications to [netiles@outlook.com.au](mailto:netiles@outlook.com.au) by the 6<sup>th</sup> January 2020.**

**CLASSIFIEDS WORK - 5723 0101**



Environment, Land, Water and Planning

**Senior Project Officer – Victoria's Great Outdoors**

**Location: Flexible in the the Hume Region - Benalla preferred**

**Salary: \$85,279 to \$96,759 + superannuation**

**Position No: 50934985**

*We are building an inclusive workplace to help realise the potential of our employees, embrace our differences, and apply our diverse thinking to innovation and delivering services to Victorian communities. All jobs can be worked flexibly and we encourage job applications from Aboriginal people, people with disabilities, young people and people from culturally diverse backgrounds.*

The Department of Environment, Land, Water and Planning (DELWP) has a requirement to fill a vacancy for a Senior Project Officer role within the Forest and Fire Operation unit to work in our exciting 'Victoria's Great Outdoors' program. We invite you to be part of a small team in the Program Management Office for 'Victoria's Great Outdoors' program which is leading a \$105 million initiative over four years to help Victorians enjoy the great outdoors. The team is responsible for leading the design and coordination of program activities, managing the program budget and meaningfully engaging with partners and stakeholders.

The Senior Project Officer will manage and support delivery of renewal and maintenance programs for forest visitor assets, visitor information and promotional programs and the associated community consultation, ensuring environmental and cultural values are appropriately protected and managed.

The role will support service excellence in planning, delivery and management of State forest visitor services and to contribute to a high performing culture; and will work with the Forest and Fire Operations teams to ensure the consistent, integrated and efficient delivery of State forest visitor services across the Forest, Fire and Regions Group.

You will be able to hit the ground running as you bring your proven project management skills, to coordinate the delivery of State Forest visitor asset renewal programs, assist with managing contractors and contracts to deliver the Victoria's Great Outdoors capital works project – ensuring they meet agreed quality standards. You have a history of seeing projects through to successful completion. You are able to methodically work through project 'bottlenecks' and apply agile and systems thinking when doing so.

You have career to date of working collaboratively whilst managing stakeholders. You work towards building, forming and maintaining the stakeholder experience that results in strong working relationships. You know who your clients are and understand and have the skills to identify underlying client needs, implement strategies to build buy-in and support from key stakeholders; and follow through to provide an outstanding level of service.

Your subject matter expertise equips you to provide specialist procurement support services, including preparation of tender documentation, contract works and contract practices and actions to achieve objectives and manage priorities. Your skills and knowledge from previous complex projects shall be used as you contribute to developing innovative solutions and options.

You will be a highly dynamic worker, flexible and an agile thinker as you tackle problems and respond to requests and provide advice within tight time frames. Your highly-developed communication, stakeholder engagement and negotiation skills will be utilised as you navigate complex issues, conversations, expectations and the general demands and priorities of the role.

You will bring solid self-management capabilities, be a team-oriented employee, have volumes of energy and professional enthusiasm that will lead you to demonstrate the required initiative and flexibility.

This is a fixed term position available for a period of 3 years.

To be considered for this position, your application should include a supporting statement demonstrating that you meet the key selection criteria and any job requirements specified in the position description.

DELWP will conduct relevant and required checks about applicants and the information provided with an application. Such checks will include but are not limited to:

- A Statutory Declaration and Consent form consenting to DELWP contacting current and previous employer(s) to substantiate employment history, past conduct and performance is required.
- A satisfactory National Police Check will be required (for all non-DELWP employees).

**To apply online and for further information on position description and selection criteria visit**

**[www.careers.vic.gov.au](http://www.careers.vic.gov.au)**

Applications close at midnight, Sunday 12 January 2020

**[www.delwp.vic.gov.au](http://www.delwp.vic.gov.au)**  
**Customer Service Centre 136 186**

**Find the widest range of jobs in the North East at [northeastjobs.com.au](http://northeastjobs.com.au)**



**Community Accessibility Inc.**

Community Accessibility delivers programs and services through the Hume Region of Victoria and the Southern Riverina, via our Assisted Transport and Your Supports services.

We are seeking to appoint a **SLES Coordinator** who will add to our growing team and work within our newest endeavour. The incumbent will work with our partner Capability Building Inc., to deliver PROPEL, our **School Leaver Employment Support (SLES)** service, to eligible participants.

SLES is NDIS funding for school leavers to receive supports for up to two years that are focused on improving employment opportunities, by getting them work ready through skill development, both classroom and community based and volunteer and work experience.

**The position is 18 hours p/wk ongoing with the expectation that the hours will increase.**

The role will be varied, and the incumbent will be required to have experience in the disability sector, with the addition of training and assessment being an advantage. You will need to be well organised, high level of computer skills, have experience in service/support planning and have great communication skills, to support our participants. You must have a valid driver's license as you will be required to travel as part of the role.

This position will be based in our Wangaratta office and you will report directly to the Operations Manager.

A position description is available on our website: [communityaccessability.com.au](http://communityaccessability.com.au) Alternatively you can contact Bridget on 03 5721 3045 for further information or the email address below.

**A cover letter, resume and addressing of the selection criteria must be included in your application.**

Email applications to: [csm@gettingthere.net.au](mailto:csm@gettingthere.net.au) by Monday 6th January 2020.

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