

Mansfield Courier

Classifieds

The best way to reach Mansfield & The High Country

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98 High Street,
Mansfield 3722.



EMPLOYMENT

 **Mansfield Crushing**
"The Business of Choice"
Phone: (03) 5775 8300

DIESEL MECHANIC

Opportunities currently exist for highly experienced, qualified diesel mechanics to join our team.

Work is based around Metropolitan Melbourne areas.

In this position you will be responsible for but not limited to the servicing repair and maintenance of mobile plant equipment including fault finding and diagnostics to assist the prevention of break downs or unexpected down time of machinery.

To be considered for this role you must have the following skills and qualities:

- Extensive experience within the diesel mechanic industry.
- Solid work history with earthmoving machinery is essential.
- Experience working with mobile crushing plant is preferred but not essential.
- Positive attitude towards health and safety.
- Strong commitment to work.
- Ability to work within in a team, as well as independently.

You will be well rewarded with a competitive hourly and overtime rate, accommodation if necessary, growth opportunities.

To apply send your resume to :
info@mansfieldcrushing.com.au

EMPLOYMENT

Mansfield Motor Panel Repairs

Office Manager position available for this busy vehicle smash repair business.

We are looking for a motivated person with excellent communication skills to manage day to day operations, which includes liaising with customers, assessing and quoting vehicle damage, parts ordering and overseeing staff.

To be successful in this position previous experience in the motor industry would be an advantage yet not a prerequisite.

Basic computer knowledge advisable.

On the job training will be provided.

Monday – Friday 8-5.30

Office Administrator position available

Day-to-day will include liaising with customers, accounts payable and receivable, payroll and general office duties.

Computer knowledge an advantage, programs used – money works, auto-quote, including several accompanying software programs

On the job training will be provided

Monday, Wednesday & Thursday 9-12

Spray painting apprenticeship full time position available for a motivated individual

Resumes to be forwarded to Tanya Monichino at mansfieldmotorpanelrepairs@outlook.com

Caravan Park All Rounder Couple

Seasonal Non-Management Position, Suitable for a couple only. We currently have an opportunity for an All Rounder Couple at Howqua Valley Holiday Park for the upcoming busy holiday period. The successful couple will assist management with the smooth running of the Caravan Park, which has a mix of annual vans, park owned cabins and camping sites. The business also includes a general store with takeaway food, bottle shop, kayak hire and 9-hole mini golf.

Previous Caravan Park experience is desirable but not essential. Ideally you would have a Food Handlers Certificate, a Victorian RSA and a working with children check.

Common tasks to be performed include but are not limited to:

- Reception (Check ins and outs, answering telephones, replying to emails)
- General Store duties
- Cooking takeaway foods
- Coffee making
- Opening and Closing Store and Office
- Daily takings reconciliation
- Stock control
- Hiring Kayaks
- Mini Golf sales
- Washing and Folding Linen
- Maintaining office and store cleanliness to a high standard
- Cleaning Amenities and Cabins
- Maintaining pool facilities
- Emptying and cleaning rubbish bins around park
- Cleaning BBQ's
- Checking park water supply
- Some on call night duties

For the right applicants who do not have the desired skills, training will be provided.

This position would suit a couple as free use of a caravan and annex with utilities included in the remuneration package.

Please send resume with references to
management@howquavalleyholidaypark.com.au



Courier Classifieds

Mansfield's Marketplace

EMPLOYMENT

Administration Assistant

Health Centre (Timbertop Campus)

For details and/or to apply online, visit the Careers page on our website: www.ggs.vic.edu.au/careers



GEELONG GRAMMAR SCHOOL®
EXCEPTIONAL EDUCATION

Cabin and Facilities Cleaners

We are looking for cabin and facilities cleaners to work on a casual basis during our upcoming busy season. Ideally you will be a self-starter, able to work un-supervised and have previous experience; however, training will be provided to anyone new to the industry.

Please forward resumes and a short covering letter to management@howquavalleyholidaypark.com.au



EMPLOYMENT



MANSFIELD DISTRICT HOSPITAL

CLEANERS

Permanent part-time/ Casual

This opportunity to join and contribute to the vital provision of health services to the community is not to be missed. Mansfield District Hospital is currently seeking cleaning staff to join our Domestic Services team.

The position calls for excellent interpersonal skills and the ability to work within a team or independently in a busy hospital and aged care environment. If you are highly organised, self-motivated and dedicated, we offer a rewarding working environment and great prospects. Experience is preferable, but not essential, as on the job training will be provided.

Full details are outlined in the Position Description. Further information and employment application documents are available online at <http://mdh.org.au/position-vacancies/> or from Hospital Reception. Applications close by 5pm on the 4th December 2020.

Mansfield District Hospital is fully accredited across all services, committed to Equal Employment Opportunity and the principles of diversity in recruitment. Employment is underpinned by merit-based selection and successful applicants are expected to model the MDH Values and Expected Behaviours and abide by the Code of Conduct. Commencement is subject to a successful MDH Police Check and provision of an employee Working with Children Check.



Kick start your Human Resources Career with MASS

Brilliant opportunity to learn on the job. This is a full-time Human Resources (HR) traineeship supporting the HR Manager.

If you enjoy administration, have great communication skills, like helping people and understand the importance of confidentiality then HR might be the career for you.

Gain a formal qualification while receiving ongoing mentoring and support.

To apply or find out more about the role please email us at: recruitment@autismmansfield.org.au or call 5775 2876.

Applications close Friday 11th December.



Search for more jobs online.....

nejobs.com.au

Graphic Designer

Regional Media Group - Casual opportunity

An opportunity has arisen for a graphic designer to join one of Victoria's leading independent news and media groups, based at our Wangaratta office working on our publications and digital properties, as well as for external clients.

North East Media is seeking a graphic designer who has experience working across multiple channels. You must be able to multitask, have strong organisational skills and be able to work under pressure and to tight deadlines. You must also be a team player who shows initiative and be able to work with minimal supervision.

Your experience will include:

- Demonstrated track record of traditional graphic design
- Sound skills in Adobe CS5.5 Suite (InDesign, Photoshop, Illustrator)
- Experience designing artwork for multiple digital channels, including websites, social media, email marketing, etc.

If you are looking for a new challenge in an energetic and stimulating environment, we would encourage you to apply.

Applications should be forwarded to:

Rosalee O'Neil
Creative Services Manager
North East Media
roneil@nemediamedia.com.au
www.nemediamedia.com.au

