

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

www.northeastjobs.com.au

A legal practice with offices in Wangaratta, Myrtleford and Wodonga is seeking an office manager on a part-time basis.

Payroll and accounts/book-keeping skills essential. Previous employment history with a legal or accounting firm will be viewed favorably. Duties include payroll, accounts payable and receivable, banking reconciliations, preparation of financial reports and budgeting. The position is to commence 4 January 2021, with training to occur in November/December 2020. The hours of the position have a degree of flexibility, subject to the needs of the business. The average hours per calendar month will be 75. To request a position description, please call and speak to Jessica on 03 5722 4681.



WANGARATTA HIGH SCHOOL

We are seeking a suitably qualified applicant for the following vacancy:
LEARNING SPECIALIST - ENGLISH
Commences 27.01.2021

Contact Bradley Moyle for details on 5723 0500
Apply through Recruitment Online
Job #1204861
Applications close 11.11.2020

Various Positions - Immediate Start

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 motivated and talented individuals to join the team at Lancemore Milawa. Preference will be given to applicants who have a varied skillset. However applicants who are quick to learn with a demonstrated positive, enthusiastic attitude will be looked at favourably.

- Full Time / Part Time - Restaurant Manager
- Casual - Chef
- Casual - Waiter / Guest Service Agents
- Casual - Housekeepers

Send applications to milawa@lancemore.com.au



JOIN OUR TEAM

PROPERTY MANAGER - FULL TIME

We are seeking an experienced Property Manager to provide exceptional service to our property owners and tenants.

38 hours per week,
Monday - Friday, 9am - 5.30pm.

Visit www.garrynash.com.au for details.

Applications close at 12 noon on Monday 16 November 2020.



Customer Service Support

Vacuum Truck Supplies is looking for a person with the following skills to take up a full time and varied office based position in our specialist manufacturing business based in Mansfield, North East Victoria.

The position will support both our Workshop and our Sales and Customer Service teams and will require ideally all of the following attributes, however all applications will be reviewed on their own experience;

- Sound Mechanical knowledge
- General Office skills an advantage
- Great work ethic and attitude
- Looking for long term employment
- Excellent communication skills and a high level of attention to detail
- A positive attitude and enjoy working in front line customer service, providing a true customer experience
- Have a genuine interest in putting people first

Vacuum Truck Supplies place a strong emphasis on our employee's safety and our harmonious workplace environment.

Apply only by emailing your resume with referees to annie@vacuumtrucks.com.au



Inclusion Programs Trainer/Assessor

Full time

Based in Wangaratta and surrounds Do you have an extroverted nature and passion for engaging with learners who have cognitive and intellectual disabilities?

As a trainer of our Transition Education, and Work Education programs you will need to successfully interact and engage with learners, providing a high level of excitement and positivity that is infectious. Applicants must have proven experience in working with special needs clients and/or the disability sector.

To apply for this role, please email your resume, cover letter and responses to the key selection criteria (listed on our website <https://www.thecentre.vic.edu.au/working-with-us/>) to:

sharee.castagna@thecentre.vic.edu.au

thecentre.vic.edu.au

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

CASUAL KITCHEN HAND

We are seeking an enthusiastic and friendly individual to support our chefs in the day-to-day operation of the kitchen and restaurant. Duties will include washing and cleaning dishes by machine and hand, as well as preparation and plating of food as instructed and general kitchen hygiene.

Ideally, you will have an interest in food and a desire to learn food preparation techniques. A friendly and outgoing person with a good sense of humour who enjoys working as part of a team.

This is a physically demanding role, so your ability to stand for long periods is essential.

To be successful, you must be available to work weekends and public holidays.

Please email your application to careers@brownfwg.com.au

Cadet Journalist Career Opportunity Full time 38 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 cadetship is for three years, including course study by correspondence from Deakin University, and is subject to the Country Press Australia national award. This role would be suited to a soon-to-be Year 12 graduate (or recent years).

The successful candidate will be expected to write clear, concise and interesting news, sport and feature stories for our newspaper and associated digital and social media platforms.

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

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, be available to work flexible hours, 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.

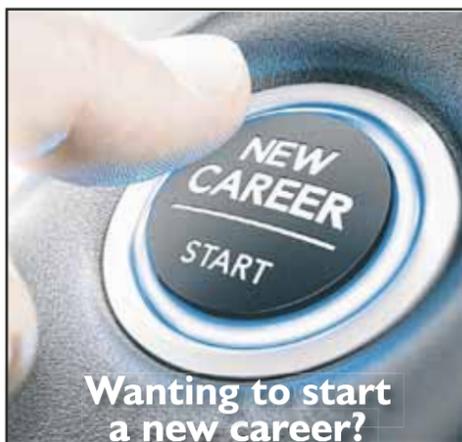
Applications, including covering letter and resume, should be forwarded to:

Jeff Zeuschner
Group Editor
North East Media
jzeuschner@nemedia.com.au

Important Notice

Discrimination in Advertising is Unlawful

The Victorian Equal Opportunity Act 2010 makes it unlawful for an advertiser to show any intention to discriminate on the basis of sex, pregnancy, race, age, marital status, political or religious belief or activity, industrial activity, parental or career status, physical features, disability, lawful sexual activity/sexual orientation, HIV/AIDS status or on the basis of being associated with a person with one of the above characteristics, unless covered by an exception or granted an exception under the Act. As we could be legally liable if we print an unlawful advertisement we will not accept advertisements that appear to break the law. For more information about discrimination in advertising, contact your legal advisor, the Equal Opportunities Commission on 1800 134 142.



Wanting to start a new career?

Find your next job in the classified section of the

Chronicle

or go online anytime at

northeastjobs.com.au

Journalist Career Opportunity Full time

North East Media, an award-winning publisher of community newspapers, has a full time position for a graded journalist based in our Myrtleford office in North East Victoria.

We are seeking a journalist with previous country newspaper experience to produce our weekly Myrtleford Times and Alpine Observer, servicing the picturesque Alpine Shire communities of Myrtleford, Bright and Mt Beauty.

The position requires a journalist with a strong work ethic and well-rounded skill set, who has a passion for community newspapers and a real desire to work with volunteer contributors.

Excellent writing, editing, photographic, communication, time management and organisational skills, and the ability to generate ideas into relevant news coverage

that matters most to a local readership, will be among your strongest attributes.

The ability to use social media and deliver high quality work under deadline pressure are also a must.

North East Media is an independent media group publishing award winning publications in print and online across North East Victoria and beyond.

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

Jeff Zeuschner
Group Editor
North East Media
jzeuschner@nemedia.com.au

