

Classifieds

The best way to reach Myrtleford, Bright & Mt Beauty

BY PHONE
5723 0101
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 classifieds@nedia.com.au



EMPLOYMENT



Belmore Chartered Accountants

**ADMINISTRATION
 TRAINEESHIP**

Wage: As per Clerks Private Sector Award
Location: Myrtleford

Is organisation sort of your "thing"? Do you want to work alongside business professionals? Are you methodical, well presented and a good communicator?

This is a great opportunity to get firsthand experience in an office environment.

Key duties include

- Preparing reports and letters
- Database management
- General Reception and telephone answering
- Scanning and coordination of electronic mail
- Daily mailing duties and other general office duties

Essential Skills

- Microsoft Word & Excel
- Competent typing skills
- Excellent communication skills
- Self motivated and highly organized
- Ability to work independently as well as in a team
- Ability to prioritize
- Good time management skills

Applications close Friday January 29th 2021

Applications should be forwarded to
 Business Manager
 Belmore
 Ph 03 57441221
 belmore@belmore.com.au

EMPLOYMENT

HOTHAM

Mount Hotham Skiing Company is looking for an
**Apprentice Diesel
 Mechanic**

to join our year round maintenance team in a full time position. Mount Hotham is a dynamic and diverse environment with many staff working to make the winter snow season a success for both guests and staff alike.

To be successful you must be prepared to work in adverse weather conditions and at heights when required. You will need to be enthusiastic, highly motivated and a team player.

Duties involved in the maintenance area include working on Snow Grooming machines, Snowmobiles, Ski lifts and Road Vehicles in a small team environment. Travel between Hotham and Bright will be provided for the successful applicant.

**Enquiries and resumes to Andrew Bryant,
 PO Box 140, Bright, 3741
 andrew.bryant@vailresorts.com.au
 or 03 5759 4475.**



**Belmore Chartered Accountants
 Bright & Myrtleford**

**ADMINISTRATION
 POSITION MYRTLEFORD**

Our busy and friendly office has an opportunity for a self motivated individual to assist in all aspects of administration in our Myrtleford.

We are seeking individuals who have excellent communication skills and a positive attitude.

This is a part time position with some flexibility around days worked.

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EMPLOYMENT

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**Classifieds
 Work!**

Phone: 03 5723 0101
Alpine Classifieds

EMPLOYMENT

**CLEANERS REQUIRED!
 (Alpine - Myrtleford, Bright,
 and Mt. Beauty)**

We are looking for experienced
 commercial cleaners in local area.

- Police check is necessary
- Must be fluent in English
- Must have own transport

Contact Us: 0451 874 636 (Ash)
 Email: admin@ausbrightfacilities.com.au



Casual / Chef Cook Mount Beauty
 2-3 days per week, Wednesdays and Fridays,
 hours negotiable

Cooking and Hospitality experience essential.

Fire up your passion.

Great team to work with.

Community Supporting Community.

Applications close 29/01/2021

Apply via email trish@mountbeauty.org.au

Or phone 03 5754 1166 for information.

**CreditCard &
 Eftpos facilities**



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5723 0101 Alpine Classifieds