

# 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)

## FRONT OF HOUSE

Full time or casual hours.  
Monday to Saturday shifts available.  
Applicants must be bubbly, hardworking, enthusiastic and fit in with our fast paced environment.  
**We look forward to hearing from you.**  
Please drop resume to Wangs Best Bakery at 53b Vincent Road, Wangaratta or email us at [info@tobake.com.au](mailto:info@tobake.com.au)



## Concrete Truck Driver - Casual Myrtleford

Mawsons Concrete & Quarries is a family-run business that produces quality construction materials throughout Northern Victoria and Southern N.S.W. We seek an enthusiastic and responsible person for casual employment driving an agitator truck at our Myrtleford concrete plant.  
Duties include agitator truck driving, completing delivery paperwork and carrying out general yard duties. A heavy rigid truck licence is essential, as is general truck driving experience. The successful applicant will benefit from thorough on the job training from the professional and friendly Myrtleford team. Substantial casual hours can be expected in the current market conditions. Excellent customer service skills and effective team work are key aspects of this role. Applicants need to be totally committed to work safety and quality and display a professional and positive work attitude.

**To apply**  
Email applications to: [recruitment@mawsons.com.au](mailto:recruitment@mawsons.com.au)  
(Please state job reference: MYC006 on your application)  
Applications close: Friday 28th May

## Funeral Director

Mason Park Funerals is currently seeking to employ a Funeral Director to support continued growth in our award winning business.  
This position will cover all aspects of Funeral Service both back and front of house.

This is an exciting opportunity to join a passionate, professional and multi-skilled team that truly value and embrace the Funeral profession.

**To be successful in this role, the right candidate will need to demonstrate the following attributes:**

- Excellent customer service
- Impeccable verbal communication and listening skills
- Appropriate level of physical fitness
- Take pride in personal presentation
- Ability to prioritise and work effectively in a demanding and high pressure environment
- Capability to adapt quickly to changing circumstances
- Be outcome focused
- Intermediate computer skills (email, word, excel)

Previous Funeral Industry experience is not considered critical as full training will be provided.

Our Company is seeking to employ a candidate who is truly client focused and has a strong desire to pursue a career pathway.

The successful candidate will need to be open to flexible work arrangements including participating in an after hours roster.

To obtain a full position description please email [glenn@masonpark.com.au](mailto:glenn@masonpark.com.au)

Cover letter and resume to be emailed to [glenn@masonpark.com.au](mailto:glenn@masonpark.com.au)

Applications close on Monday June 7th 2021



## Chefs Wanted

The Corowa RSL Club is currently hiring Chefs of all descriptions. Whether you are looking to start your career as a chef or if you are a chef currently looking for a change we want to hear from you.  
Please send your resume to Annie on [annie@corowarsl.com.au](mailto:annie@corowarsl.com.au)

## Multiple Positions Available

Vacuum Truck Supplies are currently seeking to fill the following positions:

**Full Time Welder/Fabricator**  
Tasks may include MIG Welding, TIG Welding, CNC Plasma Operation, CNC bending and general fabrications.

**Full Time Fitter/Assembler**  
Tasks may include electrical, pneumatic and hydraulic fit up, machining, product commissioning and testing.

These positions are based at our workshop at 18 Crosbys Lane Mansfield, and are full time positions of 38 hours per week.

All applicants will be considered. Successful applicants will be working in an environment with an emphasis on safety and a positive harmonious crew.

Ph 03 5775 7300 | Email resume to: [info@vacuumtrucks.com.au](mailto:info@vacuumtrucks.com.au)



## RECEPTION / ADMINISTRATION / ACCOUNTS

An opportunity exists for a maternity leave position in our team, providing front office reception and administrative support to professional staff, including wages, 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.

Further details and position description can be obtained via Email: [admin@oxleyco.com.au](mailto:admin@oxleyco.com.au)

**To apply**  
Email applications (including your CV) to: [admin@oxleyco.com.au](mailto:admin@oxleyco.com.au)

Applications close:  
**5pm Friday 28 May 2021**

## OFFICE ADMINISTRATOR

A part time role (25-30 hours/week) is now available with Yenda Producers Normac at the Wangaratta Branch. The successful applicant will be an enthusiastic and passionate individual with experience in office administration. Duties include but are not limited to: data entry; office reception; payment of creditors and filing of creditor statements; and general retail and administrative assistance.

More information on applying can be found at [www.yendaprods.com.au/contact/careers](http://www.yendaprods.com.au/contact/careers)

**Closing date:** COB 1 June 2021  
**Contact:** Chris Butler | 0427 566 667



## Receptionist/ Administration Assistant

Financial Momentum is currently looking to employ a trainee Receptionist/Administration Assistant to join our friendly team.

- The position involves:**
- Answering phones
  - Greeting clients
  - Use of Microsoft Office Suite, data entry
  - General office duties
  - Administration Support for Advisers

We are seeking an enthusiastic and energetic person who is eager to learn, can work as part of a team or with minimal supervision, good communication skills and follow instructions. Attention to detail and using your initiative is very important. Financial Momentum offer a professional and friendly working environment with all aspects of training and support provided with the opportunity to grow within the financial industry.

**Applications in writing to:**  
**Financial Momentum**  
**PO Box 822, Wangaratta Vic 3676**  
**Or email: [cgraham@financialmv.com.au](mailto:cgraham@financialmv.com.au)**  
**Applications close: Friday 4 June 2021**



## GAPSTED WINES

### Warehouse Storeperson Full Time Position

We currently have an opportunity for a highly motivated and results-driven person to become part of our Warehouse Team.

This position reports to the Warehouse Supervisor and is responsible for both inward and outward stock movement including receiving, pick, pack and dispatch of bottled and cased wine.

The appointed person must have a current forklift licence, be fit and able to lift up to 20kg constantly, experience in a warehouse preferred but not essential, and good written and verbal communication skills.

This is an exciting opportunity to become a key person in a small but growing team in the wine industry.

Please email your applications to: [admin@gapstedwines.com.au](mailto:admin@gapstedwines.com.au)

Gapsted Wines  
PO Box 425, Myrtleford 3737



## JOBS AT INDIGO



### Sustainability Projects Officer

- Beechworth Location
- Fixed-term (ends January 2022), Part time (16 hours a week)
- \$33.74 - \$38.62 per hour + super

Applications close 4pm Friday, 28 May 2021

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

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



### BULLY'S BARBERSHOP

#### QUALIFIED BARBERS or HAIRDRESSERS

- No late nights
- Flexible work hours
- Social friendly team
- On job training from experienced barbers
- Above award wages
- Great customers

If this sounds like a team you want to join, we would love to hear from you.

Full time and part time positions available in both Wangaratta and Benalla stores.

Phone Rachael on 5722 4713 or call into 75 Ovens St., Wangaratta.



An opportunity to join the Moira team and develop your career with an innovative leader committed to delivering excellent services.

#### Team Leader Art, Culture and Events

We are seeking a dynamic and motivated individual to lead the implementation of Moira Shire Council's inaugural Arts and Culture Strategy through our progressive Arts, Culture and Events team.

This is a temporary (12 month) full time position with a commencing annual salary of \$88,753.25 plus 9.5% Superannuation

For additional information about this position, visit <https://recruitment.moirá.vic.gov.au/>



## FANCY A JOB AT A WINERY?

With flexible hours, a fantastic family culture, and the opportunity to work for one of Australia's favourite wine brands, we're on the hunt for casual all-rounders to join our Restaurant and functions team here at Brown Brothers.

**Who you are:** Outgoing, team player with a great sense of fun and a willingness to learn?

You might be returning to the workforce, needing some extra cash, or looking for the perfect role to balance family life. Previous experience is a bonus, but not essential.

**What we can offer:** Flexible rosters, the opportunity for as many or as few hours as you like, generous company discounts and the chance to join our professional Guest Services team.

If you've been looking for a sign to get back to work, this is it! We'd love to meet you.

Please email your application to [careers@brownfwg.com.au](mailto:careers@brownfwg.com.au)