

IN PERSON
37 Rowan Street,
Wangaratta
3677






BY PHONE
5723 0101



BY EMAIL
classifieds@
nemedia.com.au



WHEN TO BOOK
Chronicle Classifieds
2.30pm business day prior to print
North East Jobs
3pm Friday

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northeastproperty.com.au



Chronicle Classifieds

WANGARATTA'S MARKET PLACE WITH OVER 40,000 READERS EACH WEEK IN PRINT AND ONLINE

Assistant Venue Manager/Administrator
Sunday to Thursday roster



Set into the lower slopes of the Warby Ranges, and fringed by the Winton Wetlands to the west, Baileys of Glenrowan occupies a very special piece of North-East Victoria. Established in 1870, the certified organic vineyard contains some of the oldest plantings in North-East Victoria, upon which Baileys has established a reputation for powerful red wines and globally acclaimed fortifieds.

Baileys of Glenrowan is seeking an enthusiastic Assistant Venue Manager/Administrator to join our team.

The Assistant Venue Manager/Administrator will provide general administration across the Cellar Door/ Café and Wine Club including the key role in ensuring the wine club database is maintained in an accurate manner. This role will also require customer facing and providing a professional and memorable tasting experience.

Duties include:

- Manage 1870 Club database administration.
- Create and deliver timely reports P&L to track financial performance of Cellar Door/Café and Wine Club.
- Complete all required invoicing at Cellar Door.
- Assist Venue Manager and Site Manager with development of business and strategy plan. Also generate weekly and monthly reporting financial reporting.
- Prepare banking for Venue Manager to sign off.
- Together with Venue Manager complete monthly stock take and resultant reports as required.
- Conduct normal daily cellar door activities such as opening, closing, cleaning, tastings, phone reception as required.
- Be able to offer a high standard of customer service while communicating extensive knowledge of Baileys of Glenrowan wines and the North-East wine region.

Criteria:

- Excellent oral and written communication skills.
- Administration experience especially invoicing, debtors and creditors, reporting, database management, computer skills (Microsoft Office).
- Have an understanding and passion for wine.
- Ability to communicate effectively and politely with customers and visitors, sales representatives and staff members.
- Ability to work efficiently and to recognise priority order.
- Current RSA and Drivers Licence.

To apply please visit our website at www.casellafamilybrands.com/careers

EMPLOYMENT



Hume Psychology & Counselling Services

Receptionist / Administration
(permanent part-time)
Beechworth


Busy psychological counselling service is seeking a self-motivated person to join our energetic, dedicated team.

Essential Excellent customer service skills with a professional, caring approach
Excellent written and oral communication skills
Excellent attention to detail

Desirable Certificate 3 Office Administration
Experience in Medical Reception

humepsychology.com.au/receptionist for further details

EMPLOYMENT



Lang Construction

Positions available for skilled labourers and carpenters at Mt Buller for this year's construction season.

Accommodation can be provided.
Work will commence from October through till end of May 2022.

Please email your resume to info@langconstruction.com.au or call (03) 9676 9625.

EMPLOYMENT



Rural City of Wangaratta

Career Opportunities

Community Care Workers
Casual
\$36.38ph (including 25% casual loading)

We are seeking passionate Community Care Workers to support our clients who live independently in the Rural City of Wangaratta by providing a range of services to meet their needs. These services include Domestic Assistance, Personal Care, Social Support and Respite.

Candidates must hold Certificate III in Individual Support or equivalent, have own transport and licence, hold a current First Aid Certificate and be flexible with hours and days of work.

For more information, please contact Meryl Hayden, Community Care Team Leader on 03 5722 0850.

Applications for this position close **Monday 6 September 2021.**
For further information or how to apply, visit: www.wangaratta.vic.gov.au

EMPLOYMENT



Rural City of Wangaratta

Career Opportunities

Case Manager
Temporary Full Time to June 2023
\$77,894pa + super

An exciting opportunity exists for an experienced and dedicated Case Manager to join our team at Aged & Community Care.

The role supports clients located in Wangaratta Wodonga areas. You will be responsible for the holistic case management of Home Care Package client needs, goals and preferences.

You will work collaboratively with our team, clients and their families/carers to ensure clients receive individually tailored care plans, referrals and services are coordinated, records are current and budgets are carefully managed.

For more information, please contact Leonie Painter – Aged & Community Care Coordinator on 03 5722 0805.

Applications for this position close **3pm Monday 6 September 2021.**
For further information: www.wangaratta.vic.gov.au/about-council/careers or phone 03 5722 0888

EMPLOYMENT



JOBS AT INDIGO

Executive Assistant to CEO & Councillors

- Beechworth Location
- Fulltime, Permanent
- \$66,678 – \$76,313 per annum, plus super


Tourism Development Officer Marketing & Digital

- Beechworth Location
- Fulltime, Permanent
- \$66,678 – \$76,313 per annum, plus super

Applications close 4pm Friday, 10 September 2021

Visit www.indigoshire.vic.gov.au/jobs to download the position recruitment kits and to view instructions on how to apply.

EMPLOYMENT



Baileys of Glenrowan

Front of House Team Leader
Part time - Friday, Saturday, Sunday, Monday

Set into the lower slopes of the Warby Ranges, and fringed by the Winton Wetlands to the west, Baileys of Glenrowan occupies a very special piece of North-East Victoria. Established in 1870, the certified organic vineyard contains some of the oldest plantings in North-East Victoria, upon which Baileys has established a reputation for powerful red wines and globally acclaimed fortifieds.

Baileys of Glenrowan is seeking an enthusiastic and passionate FOH Cellar door assistant and weekend team leader to bring their skills, wine knowledge and exceptional customer service to help us create an outstanding and memorable experience for our customers in the cellar door and when dining in the Bundarra Organic Kitchen.

Duties Include

- Conduct wine tasting and table service for small and large groups.
- Drive counter sales, Wine Club recruitment and aim to improve sales.
- Be able to offer a high standard of customer service while communicating extensive knowledge of Baileys of Glenrowan wines and the North-East wine region.
- Conduct daily cellar door and café duties including open and close, phone reception, cleaning and end of day reconciliation.
- Contribute to the overall experience for guests and drive continuous improvement.
- Ensure all areas are kept at a high level of cleanliness and all displays are full and presented to high standards.
- Assist with stock control when required.
- Ensure work is completed with awareness of Work Health and Safety requirements and promote Responsible Service of alcohol.

Criteria

- Previous Cellar Door and/ or Hospitality experience in a quality venue.
- Have an understanding and passion for wine.
- Have current RSA & Driver Licence.
- Be able to work in a team, under high pressure and busy environment.
- Weekend work required.
- Well presented, organised with ability to multi task.
- Participate operationally in on-site events.
- Ensure high level of cleanliness in cellar door, facilities and ground.

To apply please visit our website at www.casellafamilybrands.com/careers

Chronicle Classifieds

Wangaratta's market place

EMPLOYMENT

Shelley's Country Bakehouse and Wang's Best Bakery

are looking for an enthusiastic, hard-working and motivated individual who can fit in with our fast paced environment, positions include full-time, part-time or casual.
Early morning starts and weekends available.
Please drop your resume in person to 67A Reid St or 53B Vincent Rd or email info@tobake.com.au
We look forward to hearing from you.

 Search for more jobs online.....
nejobs.com.au

EMPLOYMENT



WANGARATTA HIGH SCHOOL

Are seeking suitably qualified applicants for the following vacancies:
Casual Relief Teachers
Multiple positions are available with an immediate start.
Contact Margaret Bennett for details on 03 5723 0500.

EMPLOYMENT



Qualified Allied Health Assistant

12 Month Fixed Term Contract – 0.20 EFT
Closing Date: 01/09/2021
For further information please contact
Lisa Allen, Director Clinical Services – (03) 5728 0316
To apply and for full details on the positions, please log on to:
www.beechworthhealthservice.com.au

EMPLOYMENT

Disability Support Workers needed

We're building teams for clients (young people and adults) in Wangaratta and surrounding areas. If you like to do support work (personal care) and are happy to do some sleepover shifts then I'd love to hear from you to see if you're a match! Previous experience working with people with disability an advantage.
Please call Mandy at InLife Independent Living on 0427 511 802.
Learn more at inlife.org.au



Career Opportunities

Child Care Educator Level 3

Permanent Full Time

Vegetation Field Assistant – Open Spaces

Permanent Full Time

Development Engineer

Permanent Full Time

Group Fitness Instructors

Casual & Part Time

Community Care Worker

Casual

Case Manager

Temporary Full Time

These position close Monday 6 September 2021.

Gymnastics Coach

Casual & Part Time

Aquatic Education Instructor

Casual – ongoing

Cafe Attendant

Casual – ongoing and Part Time

Customer Experience Officer

Casual – ongoing and Part Time

Lifeguard

Casual – ongoing and Part Time

School Crossing Supervisor

Casual – ongoing

Child Care Educator Level 2

Casual – ongoing

These position close Sunday 12 December 2021.

For further information: www.wangaratta.vic.gov.au/about-council/careers or phone 03 5722 0888



SENIOR PROJECT OFFICER - BIODIVERSITY

Are you passionate about improving biodiversity in a regional rural landscape?
Are you an experienced professional who has excellent project management and strategic thinking skills?

Are you a person who enjoys working with landholders, community groups and other professionals?
We have an excellent opportunity for a person who:

- Has excellent project management expertise
- Has a strong understanding of biodiversity and an interest in managing biodiversity in rural landscapes
- Enjoys collaborating with various stakeholders to deliver great project outcomes
- Demonstrates capability to work with a team to manage multi-million dollar projects

The primary focus of this role is to:

- Coordinate the delivery of the \$5M Bush for Birds project funded under the Regional Landcare Partnership (RLP) program
- Oversee and support staff delivering other biodiversity projects funded under Australian and Victorian Government funding programs
- Support the development of future biodiversity projects in collaboration with other staff and regional stakeholders

More information is contained in the position description, which can be found in the Recruitment Information Kit. This kit can be downloaded from the North East CMA website.

This is a full time, fixed term position until 31 December 2023. The salary package of \$80,537.09 - \$89,376.36 plus superannuation will be negotiated based on experience. CMA Offices are currently located at Tallangatta, Wangaratta and Wodonga.

The North East CMA is an Equal Opportunity Employer and encourages women and people of Aboriginal or Torres Strait Island descent to be part of an organisation that promotes a diverse and productive workplace environment.

You will need to supply a covering letter, address the key selection criteria and provide a current resume as per the Recruitment Information Kit. This kit can be downloaded from the North East CMA's website.

Applications must be received by 11:59 PM, Sunday 29 August 2021

Applications will ONLY be accepted via the North East CMA Website <http://www.necma.vic.gov.au/About-Us/Employment-opportunities/jobs>.

For a confidential discussion regarding this position call Helen Wilson, Executive Manager NRM Delivery, on 0428 676 054

Website: www.necma.vic.gov.au

Phone: 1300 216 513



CENTRE AGAINST VIOLENCE

DUE TO MAJOR GROWTH & EXPANSION CENTRE AGAINST VIOLENCE

HAVE EXCITING SPECIALIST ROLES AVAILABLE IN WANGARATTA & WODONGA

We are pleased to offer highly skilled and specialist positions at CAV's Wangaratta and Wodonga locations due to many of our wonderful workers becoming part of our new Orange Door team.

- Position:** RAMP Coordinator
- EFT:** .9
- Location:** Wangaratta or Wodonga
- Position:** Therapeutic Group Facilitator (2 positions)
- EFT:** Full time / negotiable
- Location:** Wangaratta or Wodonga
- Position:** Counsellor Advocate - OMCASA
- EFT:** Full time
- Location:** Wangaratta
- Position:** Family Violence Crisis Care Advocate - The Orange Door (2 positions)
- EFT:** Full time
- Locations:** 1 x Wangaratta 1 x Wodonga
- Position:** Family Violence Crisis and Recovery Practitioners (2 positions)
- EFT:** Full time / negotiable
- Locations:** 1 x Wangaratta 1 x Wodonga

ABOUT CENTRE AGAINST VIOLENCE (CAV)

We are a leading community-based organisation offering a comprehensive suite of services to clients and the community across the Ovens & Murray district. We provide specialist sexual assault and family violence programs and services. We have offices in both Wangaratta & Wodonga and provide outreach services to smaller towns in the district.

ABOUT YOU

Candidates must hold a tertiary qualification in Social Work, Psychology, Counselling, or related discipline. You are required to understand the gendered nature of violence and impacts of trauma across the life course, have a sound understanding of the complexities of the service system and a demonstrated ability to provide services that include clinical and risk assessments, therapeutic interventions, and advocacy. Applicants must demonstrate exceptional professionalism, accountability and communication including the ability to liaise with a range of stakeholders; working collaboratively to make quality decisions.

- Minimum 2 years in the human services field preferred
- Eligibility for registration with their peak body ie: AASW
- WWCC and National Police Check required

WHY WORK FOR THE CENTRE AGAINST VIOLENCE?

Centre Against Violence takes pride in being an employer of choice; we are passionate about the development and well-being of our team members with access to leading specialists and training that will support you in your role. We provide many complimentary benefits to our staff, some of our many benefits include:

- Relocation assistance
- Above award conditions
- Generous professional development opportunities
- Salary Packaging
- Employee Assistance Program (EAP)
- Positive workplace culture
- 6 weeks paid parental leave
- Flexible working arrangements
- Flu vaccinations

At CAV we celebrate differences such as gender, age, culture, disability, sexual orientation, family/caring responsibilities, religion and spirituality. These are all valued, respected, and celebrated.

For full position descriptions and application kit please visit our website:

www.centreforviolence.org.au

For all enquiries, please contact Rochelle Younger on 03 5722 2203

Forward all applications to ryounger@cav.org.au

Applications close Monday 13th September 2021 at 9:00 am.




Find the widest range of jobs in the North East at
northeastjobs.com.au

EMPLOYMENT



CATHEDRAL COLLEGE WANGARATTA
A school of The Anglican Schools Commission (Inc.)

Cathedral College Wangaratta is a Prep to Year Twelve Independent school in the Anglican tradition. We now seek applications from suitably experienced persons for the positions of:

Secondary English Teacher
(the ability to teach VCE preferred)

Secondary Mathematics Teacher
(including the ability to teach Specialist Maths)

Secondary Drama Teacher

Secondary Music Teacher

Commencing in Term One, 2022

Successful candidates will join a dedicated team of staff, playing a significant role in the life of The College. Please refer to our website for more information.

Applications should be forwarded to
The Principal, Mr Nick Jones
principal@cathedralcollege.vic.edu.au
by 5.00pm Friday September 10, 2021

Cathedral College Wangaratta is a Child Safe School and an Equal Opportunity Employer

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EMPLOYMENT

St Catherine's Hostel Wangaratta Inc



EEN Positions
Permanent Part Time (set shifts) & Casual
Hours negotiable

St Catherine's Hostel is a not for profit private 72 bed aged care facility with aging in place. Permanent part time and casual positions for EEN's available. Terms and conditions are in accordance with St Catherine's Hostel Wangaratta Inc. Nurses Enterprise Agreement 2017.

Essential Criteria:

- Current registration with APHRA
- Current National Police Check
- Commitment to resident centred care
- Excellent communication skills
- Current COVID-19 and influenza immunisation

Desirable:

- Previous experience in Aged Care
- Aged Care documentation and Accreditation requirements
- ACFI knowledge

Position Descriptions are available from Reception Mon – Fri 9.00am to 5.00pm

All enquiries and applications including CV and current referees are to be addressed to:

Attn: Heila Brooks
Care Manager
St Catherine's Hostel Wangaratta Inc
59-69 Ryley Street
Wangaratta Vic 3677
Telephone 03 5721 2243

EMPLOYMENT



BENALLA
RURAL CITY COUNCIL

Contracts and Procurement Coordinator
Temporary Full-Time (12 months)

Applications are invited for a person to lead our Contract and Procurement function. Reporting to the Manager Finance, you will be responsible for providing high level expert tendering and contract services ensuring we meet our statutory obligations and business needs.

To be successful, you will need:

- To be able to manage multiple tasks and manage tight deadlines.
- Tertiary qualifications at a degree level or equivalent in a relevant discipline.
- Experience in procurement or contract management.

Download an employment information pack at www.benalla.vic.gov.au or obtain a pack from Human Resources Coordinator Rhonda McDonald by telephoning (03) 5760 2662.

Applications addressing key selection criteria should reach us by 5pm Monday 6 September 2021.

For a confidential discussion on the role, telephone Manager Finance Cathy Fitzpatrick on (03) 5760 2650.

Benalla Rural City Council is an equal opportunity employer.

www.benalla.vic.gov.au

Search for more jobs online.....
nejobs.com.au

VICTORIA State Government | Families, Fairness and Housing

Commit to a career in Child Protection

Child Protection Practitioners – Ovens Murray Area

Protecting our most vulnerable children from harm is one of the most important jobs you can do.

As a Child Protection Practitioner, you'll:

- Make a difference in vulnerable children's lives
- Be challenged and rewarded every day
- Benefit from ongoing learning and development

We are seeking entry level (CPP3), Advanced (CPP4) and Senior (CPP5) child protection/child and family welfare professionals to join our child protection teams in the Ovens Murray Area (Wangaratta and Wodonga).

CPP3 - As an entry level Child Protection Practitioner, you'll work with children who are at risk of abuse or neglect. In this role, your social work or welfare qualifications will be welcomed into a supportive and hard-working team who share a common goal.

CPP4 - Advanced Child Protection Practitioners work with more complex families and situations which require sound problem solving and risk assessment skills. Previous experience working in the social work or community services field is highly valued.

CPP5 - Senior Child Protection Practitioners and Team Managers are responsible for supporting and developing Child Protection Practitioners in the integration of theory and practice while demonstrating your expertise through case practice.

Benefits of a career in Child Protection include:

- Secure employment
- Competitive salaries
- Professional development
- Study leave
- Work-life balance
- Generous leave entitlements

Make the decision to pursue a fulfilling professional career and make a difference in vulnerable children's lives.

To apply, visit childprotectionjobs.dffh.vic.gov.au.

VACCA
Connected by culture
VICTORIAN ABORIGINAL CHILD CARE AGENCY

WE NEED YOU...

Join our Team to make a difference to the lives of Aboriginal Children and Families

The Victorian Aboriginal Child Care Agency (VACCA) is a statewide Aboriginal child and family welfare community-controlled organisation in Victoria. Established in 1977, VACCA has grown in size and so has the delivery of services - responding to areas of need in the Aboriginal Community. Our purpose is to **support culturally strong, safe and thriving Aboriginal communities.**

VACCA provides a positive work culture and environment, flexible working conditions, competitive salaries, salary packaging and professional development opportunities.

We have opportunities including..:

- Team Leader Youth
- Team Leader TCP
- Team Leader OoHC
- Admin support (Audit, quality - OoHC)
- Aboriginal Family Preservation Response Practitioner (Snr)
- Family Service Disability Practitioner
- OoHC Case Managers and Support workers- various levels
- Youth Worker/ Groups Facilitator

For more detailed information about VACCA and the positions available, please visit our website www.vacca.org and navigate to **Home page > Employment at VACCA > Current Vacancies** or Email at recruitment@vacca.org or call us at **9287 8800**

Find the widest range of jobs in the North East at
northeastjobs.com.au