

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

Get work experience by volunteering

MORE than six million Australians make a difference to the community by volunteering each year, doing a variety of tasks for a range of organisations.

Some people use volunteering as a way to gain new skills or to build their resume.

Others use it as a way to give back to the community, meet new people and try new things.

Volunteering can help you develop the skills and abilities that employers look for.

This includes being organised, honest, showing initiative and self-management.

Remember to include any relevant work experience (including volunteering and other unpaid work) in your resume - this is especially useful if you don't have previous paid experience.

By including your unpaid work experience in your application you can demonstrate you have the skills employers need.

You may even meet people who will be happy to act as referees or character references through volunteering.

Think about why you want to volunteer, how much time you have and what you hope to get out of it, this will help you choose a role that is a good match for you.

Make sure you understand your rights and responsibilities when it comes to unpaid work and volunteering.

For more information, visit www.jobjumpstart.gov.au or www.fairwork.gov.au.

To find local volunteering opportunities, visit volunteeringaustralia.org.



Chef/Cook

Are you passionate, hard-working and love to cook?

We have a full time position available, days only, no nights or Sundays.

Busy local café that prides itself on homemade produce and a seasonal menu.

Please send your resume to Colette
bertsyco@gmail.com

O'BRIENS

FULLY QUALIFIED ELECTRICIAN OR 4TH YEAR ELECTRICIAN.

Looking for an enthusiastic, punctual and motivated candidate to join our growing team.

The successful candidate will have:

- Hardworking, trustworthy & able to work as part of a team
- Drivers Licence (Current)
- Fully vaccinated against COVID-19

To apply please bring in your resume to our showroom at 17-19 Muntz Street, Wangaratta.

Rangeview PRIVATE NURSING HOME

Rangeview Private Nursing Home currently has vacancies for **REGISTERED NURSE DIVISION 1**

Aged Care experience required. A variety of shifts available.

Email resumes to doug@meracare.com.au

meracare aged care

JOBS AT INDIGO

Coordinator Community Development

- Beechworth Location
- Fulltime
- \$89,419 - \$100,740 per annum, plus super

Road Maintenance Worker

- Rutherglen Location
- Fulltime
- \$59,418 - \$63,196 per annum, plus super

Applications close 4pm Friday, 12 August 2022

Visit 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
Phone: 1300 365 003



ALPINE SHIRE COUNCIL - JOIN OUR DEDICATED TEAM

- Director Assets
- Statutory Planning Coordinator
- Planning Officer
- Environmental Health Coordinator
- Open Spaces Team Leader (Bright)
- General Purpose Gardener (Bright 6 months)
- Business Transformation Lead
- Library Services Officer

Time for a change?

Visit www.alpineshire.vic.gov.au/council/careers

to find out more about these and more employment opportunities

northeastjobs.com.au

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NEM NORTH EAST MEDIA
LOCAL NEWS AND MEDIA

Business Administration Trainee

We are currently seeking an energetic and dedicated Business Administration Trainee to join our team. The successful candidate will undertake a 12-month traineeship and be provided with hands on experience and exposure to a wide range of business functions including Accounts Payable; Accounts Receivable, Customer Service, and Accounting Software whilst completing a Certificate III in Business Administration. This is initially a 12-month fixed term position working from 9am - 5pm, Monday to Friday (38hrs pw). North East Media will endeavour to find an ongoing employment opportunity with the company following the successful completion of this period.

The Primary responsibilities of this position are:

- Learning all facets of providing administration and clerical support to the business
- Learn to handle internal and external enquiries
- Assist in the maintenance of databases to support the operations
- Assist in managing records and basic accounts
- General banking and mail handling
- General administration duties

To succeed in this role you will have:

- A professional and positive attitude, with a high level of enthusiasm and motivation
- Commitment to a 12-month traineeship, ongoing learning and completion of TAFE units to schedule
- Attention to detail and accuracy
- Trustworthy and reliable, with a strong work ethic
- A driver's license is preferred

To apply please send your resume and covering letter to kmayhew@nemedia.com.au

WANGARATTA Chronicle

Finding the right job for you matters to us

Check out the North East Jobs section inside the Regional Extra every Wednesday, or online anytime at northeastjobs.com.au

northeastjobs.com.au
regionalextra

Mansfield Secondary College is seeking suitably qualified and experienced staff to join our team, commencing 2023

LEADING TEACHER
LEARNING SPECIALIST- LITERACY

MUSIC
INDONESIAN
ENGLISH
HUMANITIES
MATHEMATICS
BIOLOGY
SCIENCE

Interested teachers should apply via: <https://schooljobs.education.vic.gov.au>

For further details please contact:
Principal, Timothy Hall Ph: 0400 079 302 or email: mansfield.sc@education.vic.gov.au

TREK ELECTRICAL

Growing electrical company looking for **QUALIFIED ELECTRICIAN or 3RD/4TH YEAR APPRENTICE**

For industrial and domestic works. Full time position. Work vehicle and above award rates.

Contact Bryce on 0431 303 979.

MAWSONS Concrete & Quarries | **MILBRAE CONCRETE, QUARRIES & MINING SERVICES**

Building Partnership for over 100 Years

GREAT JOBS FOR GREAT PEOPLE

The following opportunities now exist for enthusiastic, safety focused people with suitable experience and qualifications. Please visit our website to find out more about current positions available across Mawsons business divisions.

- Cohuna Head Office - Concrete Marketing & Tendering Manager - CMTM01
- Shepparton Concrete - Concrete Batcher - SHEPC006
- Shepparton Concrete - Concrete Truck Driver - SHEPC007
- Broken Hill Quarry - Fixed Plant Fitter/Boilermaker - BHQ010
- Cohuna Head Office - Payroll & Admin Assistant - COH001
- Cohuna Head Office - Accounts Payable & Admin Clerk - COH002

100% RENEWABLE ELECTRICITY

www.mawsons.com.au/careers/join-us

CLASSIFIEDS WORK - 5723 0101

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With a broader readership, placing your employment ad in NorthEast Jobs makes sense.

To book your ad, call **5723 0101**