

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



HOUSEKEEPER

Casual position available for an experienced housekeeper to join our committed team. Weekend work is required.

To apply: applications available at front office: or email resume to info@wangarattagateway.com.au



WANGARATTA ROAD MAINTENANCE

We have a fulltime casual positions with our Road Crew based in Wangaratta. You will need to have as a minimum MR truck licence and White Card. Plant competencies highly regarded. Excellent rate of casual pay plus overtime.

Please contact Staffpower on 02 6023 3777 for further information. www.staffpoweralbury.com.au



YOUTH SUPPORT WORKERS (CASUAL)

We have an exciting opportunity to join the Merriwa Community Services team working across multiple sites as a Youth Support Worker on a casual basis.

Merriwa Industries is recognised as one of Australia's leading Supported Employment Enterprises, providing integrated employment opportunities and community support services for people with disabilities, families experiencing hardship and vulnerable children.

The Youth Support Worker role will be required to work as part of a dynamic team, and must have a passion for working with young people, supporting and empowering them in their lives.

Key Selection Criteria / Requirements:

- Qualifications in Youth Work or Community Services
- Experience working in a similar role and knowledge of working with youth and trauma
- Current Police Check and Working with Children's Check
- Drivers Licence, First Aid and CPR
- Excellent communication skills with the ability to adapt to the complex needs of individuals
- Providing active support and assistance, to encourage and empower our clients with their individual needs
- Basic computer skills
- Flexibility with working hours including overnight, active nights, weekends and public holidays

Applications addressing the Key Selection Criteria, with a CV and cover letter can be emailed to ruth.belan@merriwa.org.au or posted to Merriwa - Attention Ruth Belan, PO BOX 392, Wangaratta 3676.

For further information or for a copy of the Position Description, contact Ruth Belan - Child, Youth and Family Manager on 03 5722 7600.


Applications close 5pm, Wednesday 7 February 2018.

TRAVEL CONSULTANT

Recruiting for a committed and experienced Travel Consultant to join our team. Previous retail travel agency experience and extensive knowledge of domestic and international products a must. Ideally you have had exposure to Galileo and Crosscheck.

Applications close 31st January, 2018

Send to The Manager:
129 Sanger Street, Corowa NSW 2646
OR Email: travellinks@bigpond.com



EXPERIENCED ADMINISTRATOR SOUGHT

We are seeking an experienced administrator to join our Commercial Property Management team. This is a full time position, Monday to Friday, 9am-5.30pm (hours are non-negotiable).

The essential qualities of the successful applicant include:

- An ability to prioritise work, meet deadlines and organise others;
- Efficient and accurate completion of tasks, including touch typing;
- Excellent spelling and grammar;
- Highly developed written and oral communication skills;
- Mature outlook and a calm disposition to handle the daily challenges of the role;
- Advanced computer knowledge and skills (RP Office desirable);
- A track record of working cohesively as a member of a team and autonomously;
- Commitment to provide excellent level of service to clients;
- Ability to think laterally and problem solve.

Real estate industry experience is desirable but not a pre-requisite.

A current Agent's Representative qualification is advantageous. The successful applicant will need to undertake this qualification upon appointment to the role if they do not already have it.

Remuneration comprises above award rates and bonus scheme.

The successful applicant will be required to provide us with a satisfactory current Police Check upon appointment.

Please forward application with hand written covering letter to:
Attention: Sarah Noble
Garry Nash & Co. Real Estate
23 Baker Street Wangaratta 3677
Or: email- snoble@garrynash.com.au

A Position Description is available from our office or by emailing mail@garrynash.com.au. **Applications close at 5pm on Monday 5 February 2018.**



DISABILITY SUPPORT WORKERS (CASUAL)

We have an exciting opportunity to join the Merriwa Community Services team working across multiple sites as a Disability Support Worker on a casual basis.

Merriwa Industries is recognised as one of Australia's leading Supported Employment Enterprises, providing integrated employment opportunities and community support services for people with disabilities, families experiencing hardship and vulnerable children.

The Disability Support Worker role will be required to work as part of a dynamic team, must be approachable, have a passion for working with and caring for people, and have experience in a similar role.

Key Selection Criteria / Requirements:

- Qualifications in Disability or Community Services
- Experience working in the disability sector in a similar role and working knowledge of Disability Services Act
- Current Police Check and Working with Children's Check
- Drivers Licence, First Aid and CPR
- Excellent communication skills with the ability to adapt to the complex needs of individuals
- Providing active support and assistance, to encourage and empower our clients with their individual needs
- Basic computer skills
- Flexibility with working hours including overnight, active nights, weekends and public holidays

Applications addressing the Key Selection Criteria, with a CV and cover letter can be emailed to jenelle.wind@merriwa.org.au or posted to Merriwa - Attention Jenelle Wind, PO BOX 392, Wangaratta 3676.

For further information or for a copy of the Position Description, contact Jenelle Wind - Disability Housing Manager on 03 5722 7600.

Applications close 5pm, Wednesday 7 February 2018.




Casual Allied Health Assistant, Alpine Health

Alpine Health is seeking to appoint casual staff who can demonstrate a clear capacity to contribute to the health, social and recreational care needs of residents and patients. Successful applicants will be required to deliver established programs through a collaborative approach that achieves both person focused care and continuity of care for clients of Alpine Health. The role will focus on optimising client independence, established in collaboration with clients, families, Allied Health professionals, and the Health Care Team.

Applicants are required to have minimum qualification of Certificate IV Allied Health Assistant. Applicants are also required to have a current First Aid qualification, relevant immunisations, as well as a police check within the past twelve months. This position will be required to work across the three sites of Bright, Mt Beauty and Myrtleford to provide cover for annual leave and short term unplanned leave.

Enquires and applications to Sarah Fagan, Health Services Manager, Bright on 57550101 or via email Sarah.Fagan@alpinehealth.org.au

Applications close Friday, February 9, 2018



Associate Nurse Unit Manager - Bright Permanent 0.7 EFT

Alpine Health is seeking to appoint to a vacant Associate Nurse Unit Manager position at Bright Hospital, permanent part-time, 0.7 EFT.

Bright Hospital delivers both in-patient and urgent care services within the beautiful rural setting of Victoria's Alpine region. The ANUM role offers you the opportunity to develop your leadership and management skills within a passionate team, dedicated to delivering patient and community centered care.

As a leader within the nursing team, the successful candidate will play an integral role in the day to day coordination of clinical care, as well as the operational management of the unit, including supporting the nurse unit manager with human resources and change management.

Attributes of the successful applicant:

- Current AHPRA registration.
- A confident clinical nurse with the ability to manage a diverse patient mix.
- Dedication to continuous learning and professional development.
- Current ALS or ability to obtain.
- A mentor to others and enthusiastic to progress leadership capabilities.
- Solutions-focused problem solver, with the ability to work effectively within a team, as well as autonomously

Applicants are expected to have a current police certificate within a 12 month currency and an immunisation status consistent with Alpine Health's Staff Immunisation Procedure.

Enquires and applications to Lauren Vera, Nurse Unit Manager on 03 5755 0102 or via email at Lauren.Vera@AlpineHealth.org.au

Applications close 14 Feb, 2018

Beechworth Pantry is seeking GAP YEAR HOSPITALITY/RETAIL STAFF FOR 2018

These are casual positions of 3-4 days per week and will include some weekend work.

- * No split or evening shifts
- * Award wages

Telephone enquiries to Ian and Robyn Fetherstonhaugh (03) 5728 2456

To apply - application and resume to: info@beechworthpantry.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.



Media Specialist

We are seeking to appoint an energetic, self-motivated and highly organised professional to head our Media Department.

Key Selection Criteria -

- proven experience creating video and photography content for websites and social media.
- sound oral and written communication skills.
- be able to operate effectively in a team, contributing positively to operations and working relationships.
- have the ability to contribute ideas and demonstrate initiative and flexibility.
- demonstrate problem solving skills by providing alternative solutions to the client.
- provide a link to current professional portfolio.

Please forward your resume, and a 2-3 minute application video addressing the key selection criteria to support@enhancemedia.com.au

Applications close 07/02/2018