



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.**

D & R Henderson

Timber | Particleboard | Melamine

GENERAL HAND POSITION

D & R Henderson Pty Ltd is a well-respected Australian manufacturing company operating in the timber & decorative board industry for over 40 years. Progressive and innovative, we're a growing company, committed to providing a safe workplace and to the ongoing development of our people.

The position

We now have opportunities for General Hand positions operating on various shifts for both the Sawmill and Particleboard divisions of our Benalla manufacturing site.

Desired Skills

- Car Licence & reliable transport
- Forklift Licence
- Ability to operate loaders or large mechanical equipment
- Ability to perform manual labour tasks, lifting & pushing
- Experience in a large manufacturing facility
- Understanding of Safe Work Practices / OH&S legislation
- Well-developed communication skills, written & verbal
- Numeracy skills and basic computer knowledge

Wages will be paid as per the site Enterprise Agreement and be dependent on existing skills and experience.

Short-listed applicants should be prepared to undertake a full pre-employment medical check which includes drug and alcohol screening.

If you feel you can succeed at the above position, please submit your application including resume to:

Human Resources Department

D & R Henderson Pty Ltd

PO Box 129, Benalla 3671.

Ph. 03 4700 6444 or email to Human.Resources@drhenderson.com.au

Applications close: 9th February 2018

D & R Henderson is an equal opportunity employer.

www.drhenderson.com.au

Chronicle Classifieds

Wangaratta's market place

EMPLOYMENT



Rangeview Private Nursing Home currently has vacancies for

PART TIME RECEPTIONIST

A Part Time Receptionist position has become available to join our team at our Facility in Wangaratta.

We look forward to welcoming someone with:

- Outstanding organisational and communication skills
- Welcoming and professional phone manner
- Friendly, helpful and enthusiastic attitude
- Exceptional interpersonal skills
- High level of personal presentation
- Capacity to multitask
- Talent and enthusiasm for organisation
- Strong software proficiency in Microsoft Office
- The ability to work with initiative and with little supervision

If you feel that you would be well-suited to this role, please send your CV and covering letter to:

Margaret Collins
Facility Manager
Email: marg.collins@rangeviewnursing.com.au
PO Box 1209
Wangaratta Vic 3676

Applications close Thursday 8th February, 2018

EMPLOYMENT

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



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

EMPLOYMENT



NESAY ARE HIRING!

If you are passionate about enabling young people to succeed, check out our two position descriptions at:

www.nesay.com.au



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.**

EMPLOYMENT

Wangaratta Engineering is looking for their next apprentice!

If you are interested in becoming a qualified Fitter and Machinist please forward your resume to enquiries@wangengineering.com.au or post to Wangaratta Engineering, 22 Gibson Street, Wangaratta, Vic 3677.

All applicants are welcome whether you are a school leaver or looking for a mature aged apprenticeship.

Applications close February 16, 2018.



Administration Officer

Kerr Andison and Kenny Pty Ltd is a well established business services firm providing a broad range of accounting, taxation and business advisory services to clients in North East Victoria and beyond.

We currently have an opportunity for an administration person to join our team. The position available is a full time permanent position.

The key responsibilities of this role include;

- reception
- processing of electronic lodgements
- daily mail and banking
- administrator of electronic document management system
- processing of client billing
- other general office administration duties

The successful candidate must be well presented, possess excellent communication and organisational skills and be able to use initiative and follow direction. Knowledge of Microsoft Office programs would be looked on favourably.

To apply send your application including a brief covering letter to jobs@kak.com.au or by mail to PO Box 37 Wangaratta Vic 3676.

Applications Close Monday 29th of January 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

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.

NORTHEAST HEALTH WANGARATTA CAREERS



Northeast Health Wangaratta is the major health provider in the Central Hume region with an extensive range of acute, sub-acute, aged care and community services and has the following vacancies:

HEALTH PROMOTION OFFICER - LOCAL FOOD SYSTEMS

Part Time Fixed Term Position Available 32 Hours Per Fortnight

Ref No: 1802
Contact: David Kidd 0429 803 354
Closing Date: 28 January 2018

CLINICAL EDUCATOR

Part Time Position Available 48 Hours Per Fortnight

Ref No: 17201
Contact: Jacqui Verdon (03) 5722 5149
Closing Date: 28 January 2018

SWITCHBOARD/EMERGENCY RECEPTION CLERK

Part Time Position Available Minimum 20.5 Hours Per Fortnight

Ref No: 17186
Contact: Rosalie Bennett (03) 5722 5370
Closing Date: 31 January 2018

SPEECH PATHOLOGIST GRADE 2

Part Time Permanent Position Available 24 Hours Per Fortnight

Ref No: 1806
Contact: Courtney Ward-Jackson (03) 5722 5566
Closing Date: 1 February 2018

SUPPORT SERVICES OPERATIONS MANAGER

Full Time Position Available 76 Hours Per Fortnight

Ref No: 1809
Contact: Kim Bennetts (03) 5722 5655
Closing Date: 9 February 2018

REGISTERED NURSE MIDWIVES

Part & Full Time Positions Available Up to 80 Hours Per Fortnight

Ref No: EOI
Contact: Karen Oddie (03) 5722 5133

FOR MORE INFORMATION AND TO APPLY GO TO: northeasthealth.org.au/careers



- Benalla location
- Exciting role! Professional and diverse team!
- Opportunity to work for Vicroads!

We currently have an exciting permanent full time opportunity for a Project Planning Officer to join our Regional Services team. If you are a highly motivated individual with great interpersonal qualities who has genuine career aspirations, we'd love to hear from you!

To apply and for more information visit our website <https://vicroads.taleo.net/careersection/external/jobsearch.ftl> and search for the job number: 0073A.

Applications close on February 6 2018.



for people going places

EMPLOYMENT

CHEF/GRILL COOK
for busy bistro in Beechworth.
Contact Peter
0429 196 354.



McDonald O'Brien Plumbing, Full time Fully Qualified Plumber.
Drivers Licence required.
Resume to be dropped off to 17 Muntz Street, Wangaratta.


McDonald O'Brien Plumbing, Full time Fully Qualified Refrigeration Mechanic.
Drivers licence required.
Resume to be dropped off to 17 Muntz Street, Wangaratta.

Paulie's Corner
is looking for a
FULL TIME QUALIFIED CHEF
for immediate start.
To apply email:
info@pauliescorner.com.au

EMPLOYMENT

MOTEL MANAGER
Milawa Hotel is looking for a full time **Motel Manager** to be in charge of the overall operations of the motel, including maintaining the property, managing security arrangements, hiring and rostering staff, budgeting and providing guests with local tourism information.
To be successful for this position, you must have:
• A QF Associate Degree, Advanced Diploma or Diploma or at least three years of relevant experience
• Excellent customer and administrative service skills
• Patient, friendly and professional
• Effective people management skills
• Time management and organisation skills
To apply, please submit your CV to milhotel@yahoo.com


Gateway Health is a not-for-profit that provides primary health care & support to all our community.
Our vision is for people to live well.
We offer employees collaborative work practices, modern workplaces, flexible work arrangements and attractive salary packaging.
Parent Education Worker
Part-time 0.6 EFT (22.8 hours) – Until 30th June 2019
Based in Wangaratta or Wodonga
Allied Health Assistant
Casual position – Ongoing
Multiple positions available - based in Wangaratta
Intensive Care & Recovery Worker (AOD)
Part-time 0.4 EFT (15.2 hours/week) - Until 30th June 2019
Based in Wodonga and Wangaratta
Disability Support Worker
Casual position – Ongoing
Multiple positions available - based in Wangaratta or Wodonga
Closing for applications is 5pm Wednesday 31st January 2018
For further details and to apply visit www.gatewayhealth.org.au

EMPLOYMENT


Personal Care Attendant
Permanent Part Time 0.50 EFT
Enrolled Nurse – Level 2
12 Month Fixed Term Contract - 0.50 EFT
For further information regarding the role please contact
Lisa Pryor, Director Clinical Services
(03) 5728 0316
Applications Close:
Wednesday 7th February 2018 at 5.00pm
To apply and for full details on the positions, please log on to:
www.beechworthhealthservices.com.au/position-vacancies

EMPLOYMENT


Wangaratta High School Position Vacant
Applications are invited for
0.6 Maths Teacher for Term 1, 2018
Full details and selection criteria are available by contacting the School on 03 5723 0500.

 Health and Human Services

Tenancy and Property Officer HSO2

- Location Benalla/Wangaratta
- Status:- Ongoing – Part time (45.6 hours per fortnight)
- Salary:- \$58,207 - \$72,753 pro rata for part time + Super

As a Tenancy and Property Officer you play a vital role in supporting the delivery of client-centered services to individuals and families who seek housing assistance or reside in public housing.

The role undertakes a range of tasks relating to tenancy and property management and/or the provision of housing advice and assistance that may include: Managing & maintaining tenancies, assessing clients, allocating tenancies, visiting and working with tenants and managing maintenance works.

Should the position interest you – please contact **Sally-anne Anthony** **ph 0418 563 899 for more information**

Please quote position number **DHHS/EED/00380844**

Applications close **Sunday 11th February 2018**

For more information about the Department of Health and Human Services visit www.dhhs.vic.gov.au To apply online and for other DHHS and Victorian Government job opportunities please visit www.careers.vic.gov.au
Police Checks form part of the Department of Health and Human Services recruitment process.
The department promotes diversity and equal opportunity in employment and is committed to a more diverse workforce.
If you are an Aboriginal or Torres Strait Islander applicant, or if you have a disability, and require advice and support with the recruitment process, please contact our Diversity Unit on DiversityInclusion@dhhs.vic.gov.au
The department is committed to the safety of its clients. The department takes a zero tolerance approach to abuse, including child abuse and abuse of people with disability.
Departmental employees are required to comply with all legal requirements including the Child Safe Standards to keep children safe from harm and abuse.