

Support Officer (Special Measures Position)

Salary: \$68,128 to \$74,025 plus 15.4% superannuation

12 month opportunity, with possibility of extension

Location: Canberra, Sydney, Cairns

Are you:

- an Aboriginal or Torres Strait Islander (mandatory requirement)
- people orientated with a strong commitment to customer service
- aware of business concepts, operations and small businesses
- experienced in providing a range of administrative services in a complex environment?

Indigenous Business Australia (IBA) provides opportunities for Aboriginal and Torres Strait Islander peoples to create wealth and accumulate assets for future generations. This position is in the Enterprises program which helps them to start, acquire and grow commercially viable businesses by providing pre-business guidance, business finance, business development and business support at all stages of the business life cycle.

This role is a key member of the team, providing support to staff delivering Enterprises' products and services to customers. The role includes liaison with customers, external stakeholders and providers.

You must go to the website www.iba.gov.au to obtain further information including the position statement, selection documentation and the mandatory requirements for applying for the role. If, after reading the position documentation you have any questions, please contact Stella de Cos 02 6110 2614 or email stella.decos@iba.gov.au

Applications close 26 November 2017.