



## Property Maintenance Officer

**Job No:** BYR417 **Location:** Mullumbimby, NSW

The Byron Shire offers pristine beaches, diverse lifestyles, a magnificent natural environment and a subtropical climate. Byron Shire Council has a high performance, collaborative culture and we value our employees. We provide a rewarding and flexible working environment and celebrate our values of:

- We lead with enthusiasm and purpose
- We are open, honest and respectful
- We foster well-being and creativity
- We achieve our goals and succeed together

### **We are looking for:**

If you are considering looking for an exciting opportunity then this may be the role for you. We have passion and enthusiasm and are looking for like-minded people to join us on our journey.

The successful candidate will meet all the criteria set out in the Position Description for the role and importantly will have demonstrated ability to support delivery of Council's property management, facilities maintenance and operations in an efficient manner and to support delivery of minor works

### **We offer:**

- A permanent, full time position (35 hours per week).
- Salary and Conditions will be in accordance with the NSW Local Government (State) Award with an appointment at a salary in the range of \$1026.80 to \$1189.70 per week (dependent upon skills and experience).
- Other benefits include 9.5% superannuation, education and training support, flexible work hours and an attractive salary packaging scheme.

### **Location:**

This position is based in Mullumbimby, however Council can require you to work from other work sites as required for operational reasons.

We believe in diversity, inclusion and equality and are committed to ensuring that our workplaces are a reflection of our community. We recognise the benefits that diversity and inclusion brings, and in turn encourage talented people from all backgrounds, abilities and identities to apply for our vacancies.

We are open to discussing flexible working arrangements and encourage our people to explore new ways of working – including part-time, job-share or working from different locations. Everyone can ask about it.

We strongly encourage applications from people with disability and will provide reasonable adjustments in our recruitment process and in the workplace. If you need an adjustment during the recruitment process, please call or email the contact person listed above, and also advise us of your preferred method of communication.

### **Pre-Employment Screening Process:**

**Reference Checks:** Referees will preferably be your current or most recent supervisor and must be able to comment directly on your abilities in a work situation. If you have any objection to this action, your concerns should be raised in your application and be discussed with the Selection Panel.

**Functional Health Assessment:** If applicable, the functional health assessment evaluates your physical and functional capacity against the physical demands necessary to safely perform the job for which you have applied.

**Background Screening:** Background checks verify the information you have provided in your application, and where applicable, also check for relevant criminal history. Checks may also include, for example, a confirmation of your employment history, qualifications/tickets and working with children clearance.

### **Contact:**

Len Reilly - Property Maintenance Coordinator - 0447 497 418 (during business hours)

### **Closing date:**

10pm (NSW time), **Sunday 14 March 2021**. Late applications will not be permitted.

**CLICK TO VIEW THE POSITION  
DESCRIPTION AND A LINK  
TO APPLY**