

# Positions Vacant

**As listed in:**

# Herald

# The Leader

The Barossa's Favourite Newspaper

# The Bungip

**Provided by**



Regional  
Development  
*Australia*

BAROSSA • GAWLER • LIGHT • ADELAIDE PLAINS

**7th November 2018**

# Herald

**Employment Opportunities**

# The Leader

The Barossa's Favourite Newspaper

**Employment Opportunities**



# EMPLOYMENT

**TAKEN A GREAT PHOTO?**



For the opportunity to have your photo published, email it to [leadernewspaper@bigpond.com](mailto:leadernewspaper@bigpond.com) with the subject 'Snapshots'

Please add a brief description, your first and last name and your hometown.

**The Leader**  
The Barossa's Favourite Newspaper



**ANGASTON FOOTBALL CLUB INC.**  
Requires

## COACHES

For the Reserves, Under 15, Under 13 & Auskick in the 2019 season.

Applications to Box 166 Angaston SA 5353 or email [angaston-fc@chariot.net.au](mailto:angaston-fc@chariot.net.au) by November 16.

Also anyone interested in helping out with female teams are invited to a meeting at the club **Wednesday, November 14 at 7.00 p.m.** or ring Matthew Reimann on 0401 678 492.

145494



Needing extra cash?

## Yard Hand Casual Positions

Barossa Valley Hire is a family owned business and has served the Barossa and surrounding areas for more than 25 years. Due to demand, we're currently seeking casual staff to work weekends on a rotating roster.

The successful candidates will require forward thinking skills and demonstrate the ability to work with minimal supervision.

Good customer interaction skills are also a must. Some mechanical experience is considered an advantage.

Email resume to:

[hirecontroller@barossavalleyhire.com.au](mailto:hirecontroller@barossavalleyhire.com.au)

Alternatively mail to:

53 - 57 Tanunda Road, Nuriootpa 5355.

All enquiries to the CEO

Barossa Valley Hire on 85623399.

Applications close 23rd November, 2018.

145122



**HAMLEY BRIDGE MEMORIAL HOSPITAL INC**

## REGISTERED NURSES

Casual Positions

Requirements: Current Registrations with AHPRA and Current National Police Check (within last 12 months).

Closing Date: November 21, 2018

Enquiries for Application & Job Description:

Dawn Hilditch

Hamley Bridge Memorial Hospital Inc

PO BOX 11 Hamley Bridge SA 5401

Phone: 08 8528 2276

Fax: 08 8528 2618

Email: [dawn@hbmh.com.au](mailto:dawn@hbmh.com.au)

145416



## COACHES 2019

The Nuriootpa Netball Club is seeking coaches for Junior and Senior Grades for the 2019 season.

Email applications including experience and skills to our club secretary:

Secretary, Kate Nolan: [nurinetballclub@gmail.com](mailto:nurinetballclub@gmail.com)

Applications close by November 23, 2018

144905



## BOILERMAKER

Vinetech Machinery has a position available for a qualified Boilermaker

- Boilermaker / Welder
- Manufacturing new vineyard equipment
- Repairs & maintenance on viticultural machinery
- Mig, Tig, Arc Welding
- Mild steel, Aluminium and Stainless

Contact Vinetech: 8563 3959

Email resume to: [wayne@vinetech.com.au](mailto:wayne@vinetech.com.au)

145108

## The Leader

The Barossa's Favourite Newspaper

## Accounts/ Administrative

Casual - Approx. 15 hours per week

A position has become vacant for an experienced and enthusiastic person with accounting and administrative skills, including a sound knowledge of MYOB.

The successful applicant will be responsible for payroll, creditors, debtors, general office duties and demonstrate excellent customer service.

Please send your application and resume with the name and phone number of two character referees by email to [careers@leadernews.net.au](mailto:careers@leadernews.net.au)

145301



Ahrens

Ahrens is a dynamic Australian construction and engineering company with operations in all states. We continuously strive to maintain our lead as a provider of cost effective and high quality industrial & commercial buildings, materials handling, mining services & infrastructure, structural steel and grain storage & handling products.

## Accounts Payable/ Payroll Officer

Due to the retirement of a long-standing team member we are seeking an Accounts Payable / Payroll Officer to join our administration team and be responsible for accounts processing and support for the payroll processing function.

The successful candidate will be responsible for:

- Assisting with the processing of accounts payable invoices
- Coordinating and processing payments including statement reconciliation;
- The processing of payroll;
- Job Costing via timesheet entry and journal;
- Credit card and employee expense reimbursements;
- Daily receipting of debtor payments; and
- Day-to-day administration support.

Previous experience in a fast paced accounts payable role is preferred, but training will be provided for the successful candidate.

The successful candidate will also demonstrate:

- Excellent attention to detail and accurate data entry skills;
- Successful teamwork skills;
- Sound excel skills;
- Strong written and verbal communication; and
- Good time management with the ability to work to deadlines.

This position is a permanent full-time role, located at Kingsford, 10 minutes from Gawler. Candidates with

To apply, please send applications by 21st November to [recruitment@ahrens.com.au](mailto:recruitment@ahrens.com.au) For further enquiries please phone Natalie on (08) 8521 0084. [www.ahrens.com.au](http://www.ahrens.com.au)



**O'B TRANSPORT BAROSSA PTY LTD**

Requires the services of a bookkeeper.

This role will include preparation of invoicing as well as general bookkeeping duties.

This role will take between 8-12 hours per week with the intention to increase. This position would suit mothers who are looking at earning money without impacting their children's school hours.

Please contact - James Kelly  
0419 684 028  
[ob.transport@bigpond.com](mailto:ob.transport@bigpond.com)

145438

## WOHLERS HOMEWARES / GIFT MANAGER

HOMEWARES & FURNITURE

Ready to have fun at work? Can you lead and inspire others? Are you passionate about retail and love delighting customers with a beautiful range of products?

GREAT - we have the perfect position for you!

Wohlens Homewares in Tanunda is expanding and we need an experience Manager to join our team and assist us with our continued growth.

### DUTIES

- Provide exceptional customer experiences
- Train staff and inspire with enthusiasm
- Manage Rosters
- Assist with instore promotions and visual merchandising
- Increase performance and productivity of your team
- Ensure staff follow Wohlens policies and procedures

### SKILLS + EXPERIENCE

- Proven results as a retail manager
- Consistent ability to achieve & exceed sales targets
- Excellent phone skills
- Ability to engage and delight all customers
- Excellent communication skills with both customers and staff

### WHY WOHLERS

- We have fun! A South Australian Family Owned Business
- ABOVE Award Salary + Bonuses + Incentives
- GENEROUS staff discounts on ALL Homewares & Furniture
- Comprehensive training
- Annual salary reviews
- An opportunity to sell products you are proud of to an extremely loyal customer base whom LOVE our products

### HOW TO APPLY

This is a RARE opportunity for an enthusiastic, passionate and driven person to work within this iconic South Australian brand. Please submit Cover Letter and Resume to [marketing@wohlens.com.au](mailto:marketing@wohlens.com.au) by Friday the 16th of November

## Laucke Mills

Quality Feed Mills and Animal Nutrition Specialists

## CASUAL EMPLOYEES

Located in the picturesque Barossa Valley, South Australia, Laucke Mills are a manufacturer of quality stockfeed for domestic and commercial markets which continues to grow, supporting the continued demand across Australia.

Being an equal opportunity employer, we are currently seeking a number of casual employees who are flexible and willing to work a variety of shifts whilst being committed to high standards for our customers.

You will be required to;

- Adapt quickly to the conditions and shift work (8 & 12 hour rotations)
- Be trained and develop efficient skills in grain in-taking, weighing vitamin & mineral feed additives, quality control, cleaning, along with various other mill duties
- Be self-motivated and a team player with the ability to change roles on an ad-hoc basis
- Follow WHS procedures whilst ensuring safe work practices are adhered to
- Excellent communication skills, especially written
- Have a current driver's and forklift licence

If you believe you have the skills, knowledge and experience for a new challenge and be a part of the team at Laucke Mills, you are encouraged to apply.

Please email your cover letter and resume to [sharichambers@lauckemills.com.au](mailto:sharichambers@lauckemills.com.au)

If you have any enquiries, please contact Shari on 8562 9178 Monday - Wednesday

\*previous applicants need not apply

1446-AZ

## WORK WANTED

**ANYTHING AND EVERYTHING** trees. Tree removals, stump removal, mulching, limb lopping, hedge trimming. Free quotes. Fully insured service. Phone 0438 257 723.

**BAROSSA ROOFING**, re-roofing and guttering, ceramic and aluminium tile removal. Phone 8564 2453 or 0408 642 454.

**BLOCK SLASHING** in the Barossa area. Marcus 0417 873 651

**CLEANING**. Experienced, private cleaner looking to clean homes in the Barossa area. Phone 0417 639 913. References available.

**CNC PLASMA CUTTING**, some conditions apply. Plus general machining and fab work. Phone 0419 838 166 anytime. Small modern workshop.

**EXPERIENCED CREW** available for all aspects of vineyard work. Pruning, vine training, picking etc. Competitive rates, all work guaranteed. Phone 0419 636 124 anytime or leave message.

**HANDYMAN**, gates and fences, roof leaks and gutters, plaster patching, handrails and much more. Get it done before Xmas. Free quotes 0428 790 754.

**I CAN** help you with lawn mowing, rubbish removal, general gardening, gutter cleaning. Phone 0422 077 337 for free quote.



# EMPLOYMENT



Tanunda  
Lutheran School  
ELC & Junior  
Campus

## ELC Co-Educator

Casual Position (15-20 hours per week)

An exciting opportunity exists for a co-educator at Faith Lutheran College Early Learning Centre (ELC) commencing January 2019.

The centre aspires to the principles of Reggio Emilia, thus creating an inspiring and child-centred learning environment for both staff and students. The co-educator will fulfil various duties that include; documentation, student observations and participating in the planning for learning.

A position description is available from the school website [www.faith.sa.edu.au](http://www.faith.sa.edu.au)

Applications including covering letter, resume and the names and contact details of three referees to be addressed to:

Mr Darren Stevenson  
Principal

Faith Lutheran College

Tanunda Lutheran School ELC & Junior Campus  
16 Maria Street TANUNDA SA 5352

...inspiring excellence with Christ at the heart

Phone: 08 8563 2456

Email: [dstevenson@faith.sa.edu.au](mailto:dstevenson@faith.sa.edu.au)

Applications close Monday, 12th November 2018

## CASUAL RETAIL ASSISTANT

Do you have a passion for providing exceptional customer service?

We are seeking a new member to join our team as a casual retail assistant. Training will be provided.

All enquiries please call  
Mark on 8563 2005

### TANUNDA NEWSAGENCY

Shop 8 - 10, 121 Murray Street  
Tanunda (near Foodland supermarket)

## Rod & Spur

FOR WORK AND PLAY

### Menswear Specialist FULL TIME

Position Code RSMS1118

Located in Nuriootpa, The Co-op, Heart of the Barossa is a great success story within Australia's most famous wine and food region. Our award-winning Co-operative has been serving the Barossa since 1944 and has set new standards in regional retailing. We employ over 350 people and own and operate Barossa Home Living, Orchard Lane, Rod & Spur Menswear and Barossa Workwear, Co-op Fresh Foodland, Mitre 10 and a number of other retail stores, as well as the shopping centre housing major corporate stores. The Co-op is owned by over 15,000 members of the Barossa Community and the members share in the profits.

We are seeking an energetic and experienced Menswear and Workwear Specialist to join our dynamic team. Support our Store Manager to help run and drive our business to succeed! You must have a strong understanding of men's fashion and workwear with the ability to style clients as required. You will lead by example, be a brand ambassador and manage client relationships. Proven experience in developing strategies to increase turnover and driving sales will be highly regarded.

Qualities and Responsibilities:

- Proven sales records
- Stock management
- Strong administrative abilities
- General day to day running of the store
- Highly driven with a passion for great service
- Excellent communication skills
- Ability to work solo or in a team environment
- A friendly personality and positive attitude
- Availability to work across a 7-day roster

You will contribute to a culture of customer service excellence in a supportive environment. Applicants must have experience in working in a retail environment. Extensive experience working in menswear with a strong background in workwear we will be viewed favourably.

Applicants should submit a cover letter and resume to: [careers@barossa.coop](mailto:careers@barossa.coop) with the position code in the subject line.

Applications close COB Friday 23rd of November

For further information about The Co-op, please visit [www.barossa.coop](http://www.barossa.coop)

CO-OP careers



## Winemaking Support/Bookkeeping/Wine Sales

November 2018

Wine Architect is a prominent wine production and consultancy company located within the Barossa Valley. Our "headquarters" is located at 38a Murray Street Tanunda which is home of the La Bise Wine Bar and Cellar Door Sales.

Our philosophy is to ensure consistency of reputation to wine drinkers within Australia and the Wide World. This philosophy and reputation is driven by long term customer relationships and focus that is reflected every day throughout our small business.

We are looking for a person to fulfil a part-time role located at 38a Murray Street Tanunda.

**Duties for this role include:**

- Bookkeeping for all accounts receivable and sales using MYOB, including statement reconciliations;
- Day to day support and office management including the ongoing implementation of efficiencies into the administration process;
- Efficient packing and sending of wine samples to valued customers, journals and wine shows; and
- Wine sales work within the Cellar Door environment.

**Attributes that will be considered for this position are:**

- Ability to work to deadlines;
- Attention to detail in data entry;
- Ability to work autonomously and within our small, dedicated team;
- Wine Sales experience;
- MYOB, Excel and Adobe experience; and
- General IT awareness and experience.

The Position will start at 8-15 hours a week, with the opportunity to increase hours within the Cellar Door environment for the right applicant. Timing of the hours required can be flexible. This position would suit a University/TAFE student wanting some part-time work.

Please send applications to [info@winearchitect.com.au](mailto:info@winearchitect.com.au) or call Tash on 0439823251 for more information.

## BAROSSA VALLEY SCHILD -Estate-

### Administration Assistant

Schild Estate Wines are looking for an experienced, enthusiastic and responsible person to join our close-knit team as the assistant to the Administration, Sales and Logistics team. Your role involves a high level of data entry. The position is responsible for processing orders and deliveries of wine for our direct mail and website customers, data entry support on our Ezywine system, accounts payable transactions, sales reporting for management and general administration functions.

Your duties will include but not be limited to the following:

- preparing current orders and the delivery of those orders to direct mail and website customers
- assisting with customer enquiries
- assisting with accounts payable transactions
- assisting administration with data entry of vineyard and wine activities into the Ezywine system

To be successful in this role you must have or be able to:

- wine industry experience with Ezywine
- accurately and efficiently enter data and have attention to detail
- be well organised and good time management skills
- have the ability to meet deadlines
- assist when required by providing a courteous and professional level of customer service to both internal and external customers
- work in a team environment and have good people management skills
- adapt to new systems

The successful applicant will have good communication skills, attention to detail, and be proficient with Microsoft programs.

The position will initially be casual and the hours of work will be 20 hours per week, over 5 days and week. There is an opportunity for the role to be expanded in mid-2019. Schild Estate is located at Lyndoch in the southern Barossa Valley.

Previous experience within the wine industry and Ezywine is necessary.

Send your application and resume to  
[shenderson@schildestate.com.au](mailto:shenderson@schildestate.com.au)



## Team Leader Community Care

Barossa Village is a community owned, not for profit organisation, providing aged care services to the Barossa region for over 55 years.

People are at the heart of everything we do, and by working together with our residents, clients, employees, volunteers, contractors, family members and friends, we all contribute in a unique way to an organisation of which we are all very proud.

Due to a new vacancy, we are seeking to recruit a Team Leader to manage the day to day operations of our Community Team. The Team Leader will be responsible for coordinating the in home service delivery on behalf of the Care Coordination team for the Commonwealth Home Support Program (CHSP) and the Home Care Program (HCP). The Team Leader will also be responsible for the effective management of all incoming enquiries for our Community programs and to promote our services.

The successful candidate will have experience in the aged care sector, managing people, customer service and knowledge of legislative compliance in these areas. Working with our Community Coordinators, Client Support Officer and Administration team, this position will be an integral part of the exceptional services we provide to our existing and new clients.

Working at Barossa Village comes with many great benefits including flexible work hours (part time or full time) and Salary Packaging options.

To be considered for this position you will have:

- Experience working in Aged Care, preferable a community care environment
- Experience in leading teams
- A strong commitment to customer service
- A background in utilising IT systems and processes
- Ability to communicate at all levels
- Ability to work in a high paced team environment
- A National Police Clearance

If you are passionate about working with people and possess the drive and enthusiasm to make a real difference, we would love to hear from you.

Please direct all enquiries to Ms Carol Chipman on 8562 0300 or submit your Cover Letter and Resume to [recruitment@barossavillage.org](mailto:recruitment@barossavillage.org)

Applications close Friday 23rd November, 2018



# EMPLOYMENT



## Sales Administrator

Real Estate Barossa

### The Company

As proud franchise member of Elders Real Estate, the Barossa office is a highly respected and well known entity in the Barossa Valley and beyond.

### Position description:

The purpose of this role is to provide ongoing support to executive level management. This role also calls for superior communication skills in order to effectively maintain relationships with internal and external stakeholders. Your role will provide great support to the Sales Representatives within the business and ensure the smooth running of the sale process for our clients. The Sales Administrator will be responsible for ensuring all documentation for open for inspections and private inspections are completed and conducted with the utmost care and professionalism. You will be responsible for all office and property marketing and maintenance of the company database together with accountability to the Sales Trust Account.

### Key responsibilities:

- Management of the administrative functions of the company
- Provide ongoing support to Director/Principal and sales team on a daily basis.
- Ability to prepare and prioritise the workload of administrative assistants and Sales Representatives within the team.
- Project administration which ensure achievement of business objectives.
- Account management and stakeholder engagement.
- Ad hoc administrative tasks to be performed as part of a team-oriented culture such as answering phones, scanning, pack preparation and filing.
- Accounts receivable/payable work within the Company's accounting package.
- Upload and processing of Sales Agency Agreements, Form 1's, Sales Contracts.
- Entry and Accuracy of Sales Trust account and reconciliation.
- Follow up enquiries from prospective sellers and buyers.
- Manage advertising of properties for sale.
- Manage advertising and website requirements of the franchise.
- Manage pest inspections, building inspections, subject to sales conditions and conveyancing process for all listed properties of the franchise.

The above list is not exhaustive, and the role may change to meet the overall objectives of the company.

### Other duties:

- Enter and process all Sales Representative contacts, leads, appraisal, sales agency, contracts and settlements into the CRM and storage drives in accordance with the company requirements.
- Distribution of marketing material.
- Preparation of all files and documents for Sales Representatives including Auctions and Private/Open for Inspection.
- Ad-hoc administration duties as requested by management.

### Required qualities:

- Professional approach.
- Ability to work under pressure.
- Organisational and time management skills.
- Excellent attention to detail.
- Initiative.
- Tenacity.
- Strategic Thinking.
- Ability to learn and adapt to the business culture.

### Desired competencies:

- Analytical thinking.
- Business awareness.
- Positive approach.

### Skills & competencies:

- Customer service focused: committed to providing exceptional customer service across all channels – written, phone and face to face.
- Communication: the ability to communicate clearly and concisely, varying communication style depending upon the audience.
- Attention to detail: excellent attention to detail and written skills when communicating with others, both internally and externally.
- Commerciality: ability to apply knowledge in a practical, commercial manner.
- Teamwork: willingness to assist and support others as required and get on with team members.
- Time management/organisation: accomplish objectives effectively within time frame given and carry out administrative duties within portfolio in an efficient and timely manner.

### Personal attributes:

- Professional approach (essential).
- Confident manner (essential).
- Advanced working knowledge of mydesktop and Xero preferable but not essential.
- Clean driving licence (essential).
- Real Estate experience preferable but not essential.

To find out more, please contact Karina at Elders Real Estate Barossa on 08 8562 2883 for a confidential discussion or email [barossa@eldersrealestate.com.au](mailto:barossa@eldersrealestate.com.au)

145933



Just sitting around in the spare room gathering dust? Sell it today in the classifieds

**The Leader**  
The Barossa's Favourite Newspaper

PH: 8564 2035  
[leader@barossaleader.com.au](mailto:leader@barossaleader.com.au)  
DEADLINE: 12 noon Tuesday

# COMING EVENTS

## ANGASTON MARKET

SUNDAY, NOVEMBER 11  
Country Kitchen 10am - 3pm  
Angaston Town Hall  
Enquiries: 0402 073 503

141183-17



## TANUNDA RSL SUB-BRANCH REMEMBRANCE DAY SERVICE SUNDAY 11TH NOVEMBER 2018

10.30am SERVICE

conducted by Father Mark Sexton at the  
**Garden of Remembrance,  
Murray Street, Tanunda.**

Decorations and Medals may be worn

Then afterwards at:

**The Hut, Tanunda RSL Sub-Branch,**  
Bilyara Road, Tanunda Recreational Park  
for a Light Lunch - Folded Note Donation.

Bar Facilities Available.

If you are a Veteran or RSL Member &  
require transport, please contact Secretary  
to arrange special transport vehicle.

Email: [secretarytanundarsl@gmail.com](mailto:secretarytanundarsl@gmail.com)  
or phone Trevor Klose: 0418 632 508

145124

Moculta and District Art Society

## ANNUAL MOCULTA NIGHT MARKET

Friday, Nov 16 • 5pm - 9pm

Moculta Hall, 2 Truro Road, Moculta

Variety of food stalls and handmade creations.  
Live music. Raffle prizes. Licensed bar. Petting zoo.

**Father Christmas 6.30pm - 7.00pm.**

Follow us on Facebook @MocultaSALAFestival

136848-12



## Angaston Bowling Club Presents MAD HATTERS TRIVIA NIGHT

Friday, November 16, 2018

Teams of 8 members

Teams check in by 6.30pm for 7.00pm start

BYO Nibbles

Bar Facilities Available

Cost \$10 per team member

Contacts: Judy Argent 0438 863 107

Mike Teakle 0410 654 440

145323

# All Steamed Up

FAMILY FUN WEEKEND  
RIVER FESTIVAL

# Up

On the banks of the Murray at  
**Mannum**

Arnold Park, The Mannum Dock Museum & Mary Ann Reserve



Saturday & Sunday  
9.30am - 4pm each day  
17th & 18th November 2018

### FEATURING THE

- 120th Anniversary of the Shearer Steam Carriage built in Mannum
- Official launch of the Shearer Steam Carriage operational replica
- Largest display of working Blacksmiths demonstrations in SA
- Boat Concours D'Elegance
- Classic Cars, Motor Bikes and Classic & Wooden Boats on Display
- Mannum Freshwater Classic
- Diesel & Steam, Vintage, Historical, and rare engines on display

Event Entry \$5.00

Children under 12 years free  
includes entry to the Mannum  
Dock Museum, Mary Ann Reserve &  
Arnold Park attractions!

### Short cruises on:

PS Marion, PS Oscar W  
PS Industry,  
PW Mayflower

Adults \$20, Concessions \$15

Children 5-15 years \$8 Children  
4 & under FREE One hour cruises  
Saturday 10.00 am to 3.00 p.m.  
Sunday 10.00 am to 4.00 p.m.

[allsteamedupfestival.com](http://allsteamedupfestival.com)  
T: (08) 8569 2733



# The Bungip

**Employment Opportunities**



## EMPLOYMENT & TRAINING

Gawler Grande Views, Gawler East

### Registered Nurse and Enrolled Nurse — casual positions with ppt opportunity

Requirements: current AHPRA Registration, excellent clinical skills, ACFI knowledge, aged care experience and current National Police Check.

Please forward cover letter & current CV with 3 work refs to HR Gawler Grande Views  
cnm@grandviews.com.au



Phone (08) 7221 9160

MK0548

## Rod & Spur

— FOR WORK AND PLAY —

### Menswear Specialist

FULL TIME

Position Code RSMS1118

Located in Nuriootpa, The Co-op, Heart of the Barossa is a great success story within Australia's most famous wine and food region. Our award-winning Co-operative has been serving the Barossa since 1944 and has set new standards in regional retailing. We employ over 350 people and own and operate Barossa Home Living, Orchard Lane, Rod & Spur Menswear and Barossa Workwear, Co-op Fresh Foodland, Mitre 10 and a number of other retail stores, as well as the shopping centre housing major corporate stores. The Co-op is owned by over 15,000 members of the Barossa Community and the members share in the profits.

We are seeking an energetic and experienced Menswear and Workwear Specialist to join our dynamic team. Support our Store Manager to help run and drive our business to succeed! You must have a strong understanding of men's fashion and workwear with the ability to style clients as required. You will lead by example, be a brand ambassador and manage client relationships. Proven experience in developing strategies to increase turnover and driving sales will be highly regarded.

Qualities and responsibilities:

- Proven sales records
- Stock management
- Strong administrative abilities
- General day to day running of the store
- Highly driven with a passion for great service
- Excellent communication skills
- Ability to work solo or in a team environment
- A friendly personality and positive attitude
- Availability to work across a 7-day roster

You will contribute to a culture of customer service excellence in a supportive environment. Applicants must have experience in working in a retail environment. Extensive experience working in menswear with a strong background in workwear we will be viewed favourably.

Applicants should submit a cover letter and resume to:  
careers@barossa.coop with the position code in the subject line.

Applications close COB  
Friday 23rd of November

For further information about The Co-op,  
please visit [www.barossa.coop](http://www.barossa.coop)

CO-OP careers

083 1001

## HAMLEY BRIDGE MEMORIAL HOSPITAL

### Registered Nurses Casual positions

Requirements: Current Registration with AHPRA and Current National Police Check (within last 12 months).

Closing date Wednesday, November 21

Enquiries for application and job description:  
Dawn Hilditch

Hamley Bridge Memorial Hospital  
PO Box 11, Hamley Bridge SA 5401  
Phone: 8528 2276  
Fax: 8528 2618  
Email: dawn@hbmh.com.au

TS1611



Northern Location  
Part time 0.2/0.3FTE  
11-month contract.

### Entries Administrator

The Gawler Agricultural, Horticultural & Floricultural Society Incorporated (the Society) was first established in 1854, as the central point of a large agricultural district where the townspeople sought the opportunity to meet, celebrate and trade. Today's annual Gawler Show, held at the end of August, is Gawler's key tourism event attracting over 30,000 patrons.

#### About the Role

The Society is seeking a part time Entries Administrator to be responsible for a range of administrative activities and including the provision of timely, efficient and accurate work in a multi stake holder environment. Reporting directly to the Office Manager/Show Secretary, you will be:

- the central liaison for various volunteers, including our Show Conveners and various governing organisations.
- responsible for accurate record keeping
- flexible in managing tasks, deadlines and responsibilities.

You will also supervise a small team of volunteers leading up to the annual Show.

#### About you

Your willingness to go the extra mile and have a diligent work ethic will ensure your success in this role. You will be able to demonstrate:

- excellent communication skills including negotiation and a natural ability to build rapport with committee members, portfolio holders, sponsors, staff, volunteers, and other stakeholders.
- Basic to intermediate understanding of MS Office (Word, Excel, PowerPoint and Outlook).
- experience in Access database is preferred but not essential.
- that you can work both as a member of a team and autonomously, commitment to providing service to all stakeholders and in particular, the ability to work toward achieving the Society's goals with minimal supervision.
- that you are capable of "thinking outside the box" with the ability to share ideas in a constructive and positive manner.
- proven time management and multitasking skills are essential for this role.

Flexible working hours are available.

If this sounds like you please email your application addressed to Kate Cowell (Office Manager/Secretary) ensuring you cover all criteria by 5pm Friday 16th November 2018  
secretary@gawlershow.org.au

For further information please contact the Show Office at the above email or 08 8523 1477

NC9870



### Business Manager

Rudall & Rudall have been part of the Gawler business community since 1854. Our approach is simple – we provide legal solutions that are timely, practical, reliable, commercial, in plain English and for a transparent cost.

We have a team with expertise across a broad range of legal services, for individuals and businesses. Our team can help you with any legal issue. If we are unable to assist you, we have a network of other professionals to whom we can refer you.

#### What we're looking for...

Another self-starter.

Someone who can not only organise and manage a law practice which operates through two sites, but also ensure our strategic projects are delivered on time and on budget.

In this role you will become part of a vibrant team ensuring work flow is maximised and all activities are completed within agreed time frames.

#### Your role will be diverse and include:

- Ensuring all the administrative functions are operating effectively and efficiently. These include our IT arrangements, payroll data management and general workflow.
- Providing commentary and recommendations on financial performance.
- Researching, making recommendations and implementing a number of strategic Projects.
- Managing these projects through to completion.

#### You will need:

- A demonstrated ability to organise, prioritise and deliver on time;
- Exceptional written and verbal communication skills;
- Be passionate about providing outstanding service;
- Professional demeanor and strong work ethic;
- Experience working in a law practice would also be an advantage.

If you are interested and meet the selection criteria, please send your resume and cover letter to [david@dwworkplace.com.au](mailto:david@dwworkplace.com.au)



Ahrens is a dynamic Australian construction and engineering company with operations in all states. We continuously strive to maintain our lead as a provider of cost effective and high quality industrial & commercial buildings, materials handling, mining services & infrastructure, structural steel and grain storage & handling products.

### Accounts Payable/ Payroll Officer

Due to the retirement of a long-standing team member we are seeking an Accounts Payable / Payroll Officer to join our administration team and be responsible for accounts processing and support for the payroll processing function.

The successful candidate will be responsible for:

- Assisting with the processing of accounts payable invoices
- Coordinating and processing payments including statement reconciliation;
- The processing of payroll;
- Job Costing via timesheet entry and journal;
- Credit card and employee expense reimbursements;
- Daily receipting of debtor payments; and
- Day-to-day administration support.

Previous experience in a fast paced accounts payable role is preferred, but training will be provided for the successful candidates.

The successful candidate will also demonstrate:

- Excellent attention to detail and accurate data entry skills;
- Successful teamwork skills;
- Sound excel skills;
- Strong written and verbal communication; and
- Good time management with the ability to work to deadlines.

This position is a permanent full-time role, located at Kingsford, 10 minutes from Gawler. Candidates with experience in Pronto will be considered favourably.

To apply, please send applications by 21st November to [recruitment@ahrens.com.au](mailto:recruitment@ahrens.com.au) For further enquiries please phone Natalie on (08) 8521 0084

[www.ahrens.com.au](http://www.ahrens.com.au)



## Laucke Mills

Quality Feed Mills and Animal Nutrition Solutions

### CASUAL EMPLOYEES

Located in the picturesque Barossa Valley, South Australia, Laucke Mills are a manufacturer of quality stockfeed for domestic and commercial markets which continues to grow, supporting the continued demand across Australia.

Being an equal opportunity employer, we are currently seeking a number of casual employees who are flexible and willing to work a variety of shifts whilst being committed to high standards for our customers.

You will be required to:

- Adapt quickly to the conditions and shift work (8 & 12 hour rotations)
- Be trained and develop efficient skills in grain in-taking, weighing vitamin & mineral feed additives, quality control, cleaning, along with various other mill duties
- Be self-motivated and a team player with the ability to change roles on an ad-hoc basis
- Follow WHS procedures whilst ensuring safe work practices are adhered to
- Excellent communication skills, especially written
- Have a current driver's and forklift licence.

If you believe you have the skills, knowledge and experience for a new challenge and be a part of the team at Laucke Mills, you are encouraged to apply.

Please email your cover letter and resume to [sharichambers@lauckemills.com.au](mailto:sharichambers@lauckemills.com.au)

If you have any enquiries, please contact Shari on 8562 9178 Monday - Wednesday

\*Previous applicants need not apply

TS1489

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**Team Leader  
Community Care**

At Barossa Village, people are a part of everything we do. With over 55 years in shaping our organisation, we have people at our heart – both the people we engage with and the people we employ. Working together with our residents, clients, employees, volunteers, contractors, family members and friends, we all contribute in a unique way which makes us part of an organisation of which we are all very proud of.

Due to a new vacancy opening up, we are seeking to recruit a Team Leader to manage the day to day operations of the Community Team. The Team Leader will be responsible for coordinating the in home service delivery on behalf of the Care Coordination team for the Commonwealth Home Support Program (CHSP) and the Home Care Program (HCP). They will also be responsible for the effective management of all incoming enquiries for our Community programs and to promote our services.

The successful candidate will need experience in the aged care sector, managing people, customer service and have knowledge of legislative compliance in these areas. Working with the Community Coordinators, Client Support Officer and the Admin team this position will be an integral part of the exceptional services we provide to our existing and new clients. Working at Barossa Village comes with many great benefits including flexible work hours (part time or full time) and Salary Packaging options.

To be considered for this position you will have:

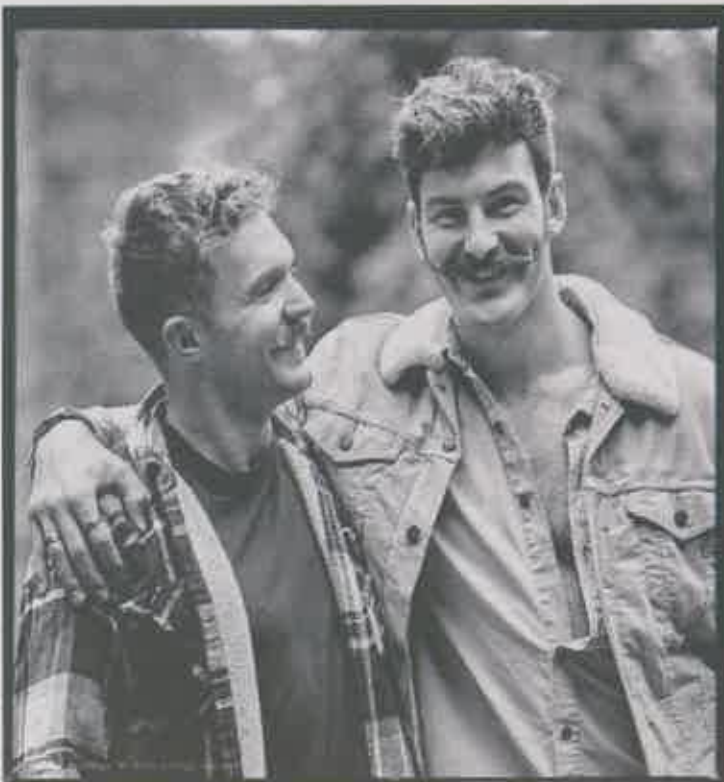
- Experience working in Aged Care, preferable a community care environment
- Experience in leading teams
- A strong commitment to customer service
- A background in utilising IT systems and processes
- Ability to communicate at all levels.
- Ability to work in a high paced team environment.
- A National Police Clearance is required.

If you have a passion for working with people and possess the drive and enthusiasm to make a real difference, then we would love to hear from you.

Please direct all enquiries to Ms Carol Chipman on 8562 0300 or submit your Cover Letter and Resume to [recruitment@barossavillage.org](mailto:recruitment@barossavillage.org)

Applications close Friday 23rd November, 2018

NC9937



**STOP MEN DYING TOO YOUNG**

Together we can make a difference for men's health. Donate this November for all the dads, brothers, sons and mates in your life. Donate now at [moverment.com](http://moverment.com)



**Are you interested in  
Community Radio?**

Then come along to the

**BBBfm 89.1 AGM**

6.30pm for 7.00pm  
Tuesday 27th Nov, 2018

At The Clubhouse, Tanunda  
**All are welcome**

For further information about membership, volunteering and board positions, please contact the Chairperson on 0409 823 412, the Secretary 0417 833 691 or [mail@bbbfm.com](mailto:mail@bbbfm.com)

NC9935

**ENVIRONMENT  
PROTECTION AUTHORITY**

The EPA has received notification of actual or potential groundwater contamination under section 83A of the Environment Protection Act 1993 at the following location:

Notification No: 60985-03  
Address: Lot 179 Old Port Wakefield Road, TWO WELLS  
Potentially Contaminating Activity: Service stations

A copy of the notification relating to this site can be obtained from the EPA. You can make an appointment to view or request a copy of this information by contacting the EPA Public Register administrator on 8204 2004 or 1800 623 445. Please quote the EPA notification number when making your request. Please note that a prescribed fee applies for accessing public register information.

For more information contact:  
Environment Protection Authority  
Ph (08) 8204 2004 or  
Freecall for non metro: 1800 623 445  
Email: [epainfo@epa.sa.gov.au](mailto:epainfo@epa.sa.gov.au)  
[www.epa.sa.gov.au](http://www.epa.sa.gov.au)



**PUBLISHER'S TERMS  
AND CONDITIONS**

- Copy received constitutes an order for publication and acceptance of conditions.
- All monthly accounts are charged monthly to the advertiser and must be paid to within 30 days of the date of the invoice.
- The position of advertisements is at the discretion of the newspapers. The publisher will make all reasonable attempts to position advertisements upon request where special arrangements have been made and agreement reached on payment of appropriate loading charges. We cannot guarantee bookings, which are in any way conditional.
- Advertisements deemed to resemble editorial style presentation will be bordered with the word "Advertisement" in 10-point type place at the top of the advertisement.
- The publisher will not publish any advertisement stating that money is sent to a post office box.
- The publisher has absolute discretion over the publication of advertisements and reserves the right to reject advertisements deemed unsuitable for publication. Advertisements lodged must comply with Advertising Codes of the Media Council of Australia and with the interpretations of the Advertising Standards Council.
- The advertiser or agent must notify the newspaper of any error immediately after publication. The newspaper shall not be responsible for any error notified after seven days. The publishers are not responsible for recurring errors. The publisher will not be held accountable for any loss of income, be it business, personal or otherwise as a result of any error or omission relating to an advertisement.
- Telephone instructions are accepted, but the publishers are not liable for error or misunderstandings, if not confirmed in writing prior to publication deadline.
- The advertiser or agent accepts full responsibility for content of advertisements published and agrees to indemnify the publisher and its employee and agents against any liability whatsoever which may arise from such publications including liability for negligence.
- Copyright. Where no charge is made for the preparation of advertising material, the publisher will remain owner of the copyright of the material. Such advertising material may only be reproduced with the consent of the publisher and upon payment of such fee as the publisher may require.

FO5064V2

**HAMLEY BRIDGE  
MEMORIAL HOSPITAL INC**

**ANNUAL  
GENERAL  
MEETING**

To be held in the  
Hamley Bridge Memorial Hospital  
New meeting room

**Thursday, 22nd November 2018  
at 8:00 pm**

Board nominations welcomed.

Nomination forms available  
from the Executive Officer.

(Phone 8528 2276 to request  
a form to be posted to you).

**Nominations to be returned to  
the hospital by 5.00pm,  
Thursday 15th November 2018.**

TS1510

RFDS Gawler Rotary Fair raffle results. First: Barry Zerner. Second: Wendy Roach. Third: Joan Taylor.

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TS1458

Australia Day  
**Citizen of the  
year Awards**

**Do you know someone who makes your  
community a better place? Nominate them now!**

The Citizen of the Year Awards reward and recognise individuals and organisations that have made a noteworthy contribution during the current year, and/or given an outstanding service over a number of years, to a local community, over and above normal employment duties.

Outstanding contribution and community service includes areas such as; education, health, fund-raising, charitable and voluntary services, business, sport, arts, the environment, or any other area that contributes to the advancement and well-being of a community. Awards in the categories of **Citizen of the Year, Young Citizen of the Year, Community Event of the Year and Community Project of the Year** will be presented at the Australia Day Breakfast which will be held on Saturday 26 January 2019. Individuals or organisations may submit nominations.

Nomination forms are available on Council's website [barossa.sa.gov.au](http://barossa.sa.gov.au) or can be collected from Council offices at Nuriootpa, Angaston, Tanunda, Lyndoch or Mt Pleasant.

**Nominations open 1 October 2018 and close 5pm Friday, 16 November 2018.** Nominations should be emailed to [barossa@barossa.sa.gov.au](mailto:barossa@barossa.sa.gov.au) or sent to PO Box 867, Nuriootpa, SA 5355.

NC9787

**Got an event coming up?**

Send your photos in to us at [photos@bunyippress.com.au](mailto:photos@bunyippress.com.au) **The Bunyip**