

Positions Vacant

As listed in:

The Leader

The Barossa's Favourite Newspaper

The Bungip

Provided by



3rd February 2021

The Leader

The Barossa's Favourite Newspaper

Employment Opportunities

Christian View

By Tony Edwards,
Grace Baptist Church



A light along the way

I would like to acknowledge the tribute given to Ken Packer last week. Here is a man who at 93 years old still has a fire in his soul for the things of God. As the Editor said, he persevered for 50 years in his Christian articles.

We are living in a time when it is not popular to assert our faith in the Bible. This was not the case 100 years ago. Then our society would not allow anyone to hold public office or even flourish as a businessman if he did not have an upstanding reputation in a local church. Today, unbelief is so pervasive and established that the Bible is openly ridiculed. Even worse; anyone suspected of believing the Bible is immediately "pigeon-holed" as an extremist or religious fanatic and a threat to the community.

So you may understand how I greatly appreciate Ken's influence, and the opportunity afforded to me, to be given a voice for Christian View. I hope this column will continue to be a source of comfort and encouragement to many.

There are moves afoot to implement laws forbidding anyone to seek to convert another to their religious beliefs. I have a Saviour who said, "I have come that they may have life, and that they may have it more abundantly". There are many in the Barossa who have come to know this abundant life for themselves. How wonderful to see many more. May God make this article always to be timely and food for our souls, and a light along the way.

RURAL

MT PLEASANT MARKET

Thursday February 11, 2021 at 1:00pm

**CATTLE & CALVES
SHEEP & LAMBS**

Saleyard PIC SK900242

Including: 2 M. Grey Bulls (1x 3.5yrs); 1 A. Angus Bull 18mth,
1 P. Hereford Bull, 3 M. Grey Cows w/- CAF.

Further entries invited and recommended.

All Cattle and Sheep NVD'S & Animal Health Statements for Sheep, to be handed to office staff prior to sale and stock to be delivered by 11.00am.

ALL LIVESTOCK MUST BE BOOKED IN

Nutrien
Ag Solutions
FAWCETT LIVESTOCK

NEXT MARKET
Thursday
March 11, 2021

Beef Breeder & Weaner Cattle Sale
Thursday, March 4, 2021

Landmark Fawcett
Mt Pleasant (08) 8568 2201
www.landmarkmtpleasant.com.au

EMPLOYMENT



Enrichment Learning LSO Senior School focus

Covering Maternity Leave
Contract position commencing
Monday 15 March 2021 until December 2021
18 hours per week

We seek a passionate, suitably qualified educator to join our Faith Lutheran College Enrichment Learning team. The Enrichment Learning LSO is responsible for providing learning support predominantly to Senior School students (Years 10-12). This role involves working closely with teachers and students to support educational programs in the mainstream classroom or small groups.

A commitment to the role, initiative, effective communication skills, proven ability to work as part of a team and develop strong relationships, is essential.

For a position description or more information visit our website www.faith.sa.edu.au or email: jobs@faith.sa.edu.au

Applications close at 4.00pm on
Friday 19 February 2021 and should
be addressed to:

Confidential - Ben Schwarz
Deputy Principal
Faith Lutheran College
Phone: 8561 4201
Email: jobs@faith.sa.edu.au



TOOLMAKER

Agpoint Australia, a leading manufacturer in ground engaging tools for the agricultural sector is seeking a Toolmaker with excellent skills in press tool maintenance to join the team at our Freeling site on the edge of the Barossa Valley.

This is a full time permanent position with the ordinary working hours of 38hr/week spread over 4 days as per the requirements of the business.

Your primary responsibility, but not limited to will be to provide support to our production group with the repairs to hot form/forged & cold blank tooling. Previous experience working with heavy gauge material is desirable.

You must be trade qualified with excellent machining skills. Previous hands on experience with CNC programming as well as familiarity with CAD/Inventor is an advantage, with the willingness to be trained in this area essential.

We are looking for a person who is self-driven with a positive outlook to work within a small maintenance group to actively support our production department. This is an opportunity to be part of a small cohesive team in a long established manufacturing business.

Applications in writing via email by the COB March 1st 2021 to afolkard@agpoint.com.au or mail to Andy Folkard Box 5 Freeling South Australia 5372. Phone enquiries to Andy on 0408 999 726.

RURAL



TRURO PIG MARKET

Wednesday, February 10, 2021
(Pigs 11.30 a.m.)

**TRADE PIGS - FEEDERS
SLIPS - SUCKERS**

COVID-19 restrictions apply
SOCIAL DISTANCING & GOOD HYGIENE

Nutrien Beaton Agencies
Ag Solutions Kapunda (08) 8566 2004
A/H 0428 847 510



CASUAL OPERATIONS PERSON

Barossa Valley Club seeks applications for a casual operations person up to 20 hours per week.

The role will involve sales and service to members and guests in both the golf shop and clubhouse.

Experience in golf operations is preferred although not essential but the applicant will need to have an understanding of the game of golf.

Training will be provided however preference will be given to a motivated person who is both proactive and professional in performing their duties.

Applications in writing to
admin@barossavalleygolf.com.au

Close of applications Friday February 26

- only short listed applicants will be contacted.



KITCHEN HAND - Casual

After opening their newly renovated premises at Greenock, EL ESTANCO are now seeking to grow the team with the appointment of a **KITCHEN HAND**.

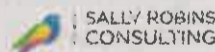
This is not your average dishy position!

As a part of the Kitchen team, you will enjoy the brand new and state of the art kitchen, located centrally in the restaurant with large glass windows looking out over the kitchen garden.

- Start Immediately
- Flexible Roster across **weekday shifts**
- Work as a part of the fast passed and friendly team
- Career progression and in-house training opportunities

You will need to be physically fit and healthy, able to work on your feet for long periods, undertake basic manual handling and be super reliable with an awesome attitude!

For more information or to apply please email Sally on sally@sallyrobins.com



CHEF

Located in the heart of Greenock, EL ESTANCO was recently awarded by The Adelaide Advertiser, judged by Matt Preston as the best Café for the Barossa, Gawler and Clare region.

The love child of a local couple with a vision to create a fresh and vibrant restaurant with a difference. The result is a welcoming combination Hispanic/Latin American cuisine created with fresh and exciting produce that's not just delicious, but also a whole lot of fun!

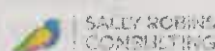
After opening the newly renovated premises, EL ESTANCO are now seeking to grow the team with the appointment of a **CHEF**.

This is not your average CHEF role:

- The kitchen is brand new and state of the art, located centrally in the restaurant with large glass windows looking out over the kitchen garden.
- DAY SHIFT, the restaurant is only open for dinner on Fridays
- FLEXIBLE roster and working hours
- Family focused business!
- Fast paced, dynamic and fun

We are seeking an experienced CHEF with formal qualifications in commercial cookery, experience or an interest in open fire cooking is an advantage, so is exposure to Hispanic/Latin - American cuisine.

For more information, or to apply please email Sally at sally@sallyrobins.com



COLLATORS

"The Leader" currently has positions available to collate the newspaper early Tuesday afternoons for approximately 3-5 hours.

Email applications to Managing Director at leader@barossaleader.com.au

The Leader
The Barossa's Favourite Newspaper

159040-V2

HENSCHKE

OVER 150 YEARS OF FAMILY WINEMAKING

The Henschke family has been making wine in the Barossa's Eden Valley wine region since 1868. Today, fifth-generation winemaker Stephen Henschke and viticulturist Prue Henschke - partners in life and business - are recognised around the world for their exceptional quality wines, innovation and sustainability in the vineyard.

Henschke now has an exciting opportunity available to join the team in the following role:

CUSTOMER RELATIONS AND DIRECT SALES SUPPORT

(12 MONTH CONTRACT)

This role is the first point of contact for anyone phoning the winery, and is responsible for responding to any customer and direct sales enquiries. Your time will be divided between processing direct sales, website and freight orders, completing updates to the company website and providing administrative support to our small team.

This is a great opportunity to bring your exceptional customer service skills to become an integral part of our team. You'll have experience in a similar Customer Service or Sales Support role, ideally within the Wine Industry. You'll enjoy interacting with team members from all areas of the winery, and get great satisfaction from working as a team to fulfil orders. You'll also need to be highly computer literate, and be proficient in the Microsoft Suite of products.

Please submit your resume and cover letter to recruitment@henschke.com.au by Monday 15 February 2021.

159226

Relish

THE BAROSSA

Food Production Cook

Seeking a Production Cook for a growing Food Production Facility in Tanunda. Must be able to manage ingredient bags and containers up to 25kg.

Full time permanent with pay in line with experience and skills with pay above award rates for the right candidate.

Please email resume to andrew@relishthebarossa.com.au

159822

GOYDER

South Australia's Heartland

Administration Officer

The Regional Council of Goyder is inviting applications for the position of Administration Officer based in the Burra Office.

- The ideal applicant will have
- Good communication skills
 - Excellent customer service skills
 - Good computer skills
 - Well organised time management skills
 - Social media skills
 - A team focused outlook.

The position is offered on a 0.8 FTE permanent part-time basis 5 days per week, commencing on an annual base salary of \$56,285 plus 12.5% superannuation (MOA EB Level 2.1).

To be considered for this position, applicants must:

- be able to work permanently in Australia.
- obtain an Information Pack, which includes the Position Description and guidelines for preparing an application.

Copies of the pack can be obtained from Council's website www.goyder.sa.gov.au or either the Burra or Eudunda Council offices.

Enquiries about the position should be directed to Griff Campbell, Director of Finance, tel 8892 0100. Applications from third parties will not be accepted. Applications are to be received no later than 4:00pm Friday February 12, 2021 and addressed as follows:

"Confidential - Administration Officer"
Attention: Human Resources
Email: employment@goyder.sa.gov.au or
Post: 1 Market Square, BURRA SA 5417

David J Stevenson
CHIEF EXECUTIVE OFFICER

158912

EMPLOYMENT



TUNDARRI

NEW & USED AGRICULTURAL MACHINERY

Tundarri Sales & Service is an Agricultural Machinery dealer that has been operating for over 40 years located on Barossa Valley Way, 3km east of Gawler. Tundarri is the AGCO, Kubota and Krone dealer servicing the Barossa and surrounding districts.

We are currently looking for experienced staff to join our friendly, dedicated and hardworking team:

Diesel Mechanic

To be successful for this position you will require the following skills:

- Ability to work positively in a team environment.
- Experience in agricultural machinery repairs and service an advantage.
- Ability to work independently and unsupervised.
- A positive attitude and work ethic.
- Willing to learn new skills.
- Excellent customer service skills.
- A proactive approach to Work, Health and Safety.

Qualifications:

Heavy Vehicle/Agricultural Mechanic or similar trade qualification. Current drivers.

Applications close: Monday, February 8

All applicants will be treated as confidential; please forward written applications to:

Dealer Principal
Tundarri Sales & Service
PO Box 246 Gawler, SA 5118
Or email: darren@tundarri.com.au

159095

HOMBURG

EST. 1904

Property Manager Administrator

Supporting a team of professionals, we seek a candidate who can demonstrate initiative and work as an enthusiastic team member, in doing so delivering the highest levels of Property Management services. As the face of the Company you will have the ability to create positive, everlasting impressions using a professional, courteous and expedient manner. Superior customer service will be achieved using your high-level interpersonal skills, this supported with a positive, upbeat attitude.

Working primarily with a dedicated Property Manager to manage a portfolio, the position is responsible for providing their administrative support, together with supporting the entire team.

You will have the ability to multitask, excellent verbal and written skills, an "eye" for detail and be able to work well within a team environment. Primary responsibilities include:

- The coordination of Management Agreements and Residential Tenancy Agreements and all on-going administrative requirements.
- Maintain a high level of communication with Landlords and Tenants.
- General reception duties including attending incoming calls, receipting payments and satisfying general customer enquiries.
- Potential career path to gain a Property Manager role.

Whilst peer support will also be provided, experience in the property management environment would be highly regarded. The successful candidate will hold, or be prepared to attain a Certificate IV Property Service - Real Estate, and qualify to register as a Property Manager with Consumer Business Services

A Valid Driver's Licence is required.

Remuneration will reflect the skills and attributes of respective applicant.

Full time position operating from our Nuriootpa Office, with regular business hours - Monday to Friday - 8.30am - 5.00pm

Please email resumes to andrew@homburg.com.au

159095

Experience **The Leader** e-Edition

The Barossa's Favourite Newspaper

Any device. Any time. www.barossaleader.com.au

159171



Turn your unwanted items into CASH!

There is no better time than the present to empty out your garage and turn all your unwanted goods into cash.

Call into our office and obtain a special garage sale sign at no extra cost.

Garage sales are very popular, and with our special garage sale sign your success is sure to be even better.

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34 Dean Street,
Angaston S.A. 5353
PH: 85642035
leadernewspaper@bigpond.com

DEADLINE: 12 noon Tuesday

TRAINEE DENTAL ASSISTANT



Barossa Dental is a dependable and family-friendly practice, offering general, cosmetic and preventative dental treatments and solutions.

We are currently seeking a Junior Dental Assistant to join our team. This Traineeship will offer a combination of both on and off the job training while completing the Certificate III in Dental Assisting.

This will suit a recent school leaver ideally looking to establish or kick start their career in the dental industry as a chairside assistant to the dentist. The role will require commitment to full time hours from Monday to Saturday and demonstrated interest in dental assisting.

Heart of the role:

- General chairside assistance
- Provide support for patient care goals and educate patients in dental health issues
- Prepare patients and facilities for dental treatment
- Clean and prepare treatment room in accordance with infection control and practice protocols
- Maintain an appropriate level of supplies in treatment and sterilisation room
- Provide administration support to the front office as required

What you'll bring:

- Recent school leaver looking for a career in dental
- A willingness to learn No experience needed but a keen interest in dental.
- Exceptional communication, interpersonal & customer service skills
- A proven track record of punctuality and reliability
- Ability to build rapport with patients, in a cheerful, light-hearted manner
- A great attitude towards teamwork

Right to live and work

- You must have the right to live and work in this location to apply for this job.

Please send your cover letter and resume to practicemanager@barossadental.com.au

159171

EMPLOYMENT



STORE MANAGER

APC Barossa Valley require a full-time manager for its Nuriootpa – Angaston store. Weekend work required. Sales and Office experience essential.

Inquiries to damianh@australianpaving.com

NURIOOTPA CHICKEN CENTRE

KITCHEN HAND / COOK Positions available

The successful applicant will commence their employment on a part-time basis with the opportunity to go full time.

We're seeking a person with a genuine passion for food preparation and cooking and has a strong desire to want to learn more.

A cover letter and resume to be sent to:
57 Murray Street, Nuriootpa 5355
or email to
info@nuriootpachickencentre.com.au



Estimator / Purchaser

BGI Building Group is a highly regarded Barossa based building company. We are a family owned business that has been operating for over 40 years. The reason for our long-term success is our people. We pride ourselves on working as a team and offering our clients the highest level of service

We are searching for an Estimator / Purchaser to join our growing team who will be able to assist in undertaking the following responsibilities

- Preparing accurate construction estimations in a timely manner
- Identify the most appropriate suppliers for all purchasing decision,
- Collaborating with our sales team to provide estimating support
- Actioning costing requests and site cost adjustment
- Checking and proofing of work
- Preparing and maintaining accurate base model costing
- Interpreting contract documentation, plans, building process and procedures, relevant legislation, standard and codes
- Undertake accurate and details material Bill of Quantities for tender
- Place orders on supplies and manage inventory
- Perform all inventory management functions, including costing and updating of stock into MYOB and reconciling supplier invoices

To be successful in this role you will require to demonstrate:

- Strong Analytical skills and attention to detail
- Strong time management skill and ability to meet deadlines
- Strong PC skills, experienced in the Microsoft suite
- CAD programs knowledge (Autodesk experience is preferred but not essential)
- Be familiar with MYOB Purchasing system (preferred but not essential)
- Ability to read and interpret contract documentation and working drawings
- Understanding and experience in steel construction (preferred but not essential)
- Commitment to a safety and creating a culture of Zero Harm

To apply please forward you application addressing the core competencies and resume to the General Manager via info@bgibg.com.au, application close on 12th Feb 2021.

Bellisimo Hair

QUALIFIED HAIRDRESSER Full time/ Part time

Required to work in busy salon in Waikerie
Enquiries to: bellisimohair@bigpond.com



SALES REPRESENTATIVE

Australia's leading supplier in ground engaging components and harvest parts is seeking to appoint a suitably qualified Sales Representative. The successful applicant will work within a small team at their manufacturing facility located North of Adelaide and on the edge of the Barossa Valley in Freeling South Australia. The preferred applicant would ideally come from an agricultural sales background but other applicants are encouraged to apply. Knowledge of tillage &/or harvest components would be a distinct advantage. As an integral member of a small team the desired person should have good organisational skills, be well presented & be results driven in meeting and exceeding agreed budgets by managing and expanding an existing Dealer network and winning new business. A level of overnight country travel is required on a regular basis. When not in the sales field you will be expected to become hands on by working with the internal sales team and despatch area to ensure the highest level of customer service is provided. A forklift licence would be advantageous. A good knowledge of computers is required with Microsoft Office as a minimum requirement. The position is permanent full time with a generous base salary, plus commission and a fully maintained company motor vehicle.

If you are interested in joining a well established company and help build on 156 years of success your application should be in writing and addressed to:

The General Manager
Box 5 Freeling
South Australia 5372
by the close of business 26/2/21
e-mail jthompson@agpoint.com.au

GRAPHIC DESIGNER Casual

A casual position currently exists for a qualified Graphic Designer to join our Production team.

Suitable applicants must possess:

- Sound knowledge and experience using Adobe Creative Suite on Apple Mac OS
- Have above average and accurate typing skills
- Display a high level of creativity, enthusiasm and motivation with strong organisational skills
- Be able to work in a team environment capable of meeting weekly deadlines

If you believe you have the right credentials and would like a career with an award-winning organisation, send your application including resume and artwork portfolio to:

careers@leadernews.net.au or
The General Manager
"The Leader"
34 Dean Street, Angaston SA 5353
Phone 8564 2035 for more information.

The Leader
The Barossa's Favourite Newspaper

PUBLIC NOTICES



Expressions Of Interest - Mannum Institute

The Mannum Institute holds a special place in our community's heart and its history. It has held some of the town's most memorable events, and was a place for locals to meet, unite and celebrate for several generations. Mid Murray Council purchased the Institute in 2018, following overwhelming community support.

Since the Mid Murray Council took over ownership of the 137-year-old building in 2018, it has undergone significant upgrades, and most recently the restoration of the ground floor (Stage One) was completed thanks to \$182,000 in funding from the Australian Government's Drought Communities Programme.

Mid Murray Council are now seeking Expressions of Interest from the Mid Murray community for Room 6 and/or shared use of Room 5 and should include the type of use, services and/or activities.

Expressions of Interest can be submitted online via Council's website www.mid-murray.sa.gov.au or hard copies are available at the Mannum Council office. Alternatively, Expressions of Interest can be submitted in writing to the Director of Community Services, Mid Murray Council, via PO Box 28, Mannum SA 5238.

Expressions of Interest should be received no later than 5pm Tuesday 2 March 2021.

Amy Loechel
DIRECTOR, COMMUNITY SERVICES

EMPLOYMENT

Casual Chef

Required to work Monday to Friday
in Rowland Flat.

Please email your resume to
Kathryn.Brockbank@alliancecatering.com.au

FOOTBALL WRITER

The Leader is seeking the services of a football writer to cover the Barossa, Light & Gawler Football Association for the 2021 season.

The position entails almost entirely weekend work, writing reviews of the B.L.&G. Football Association.

The successful applicant would need to have a good grasp of the written word and knowledge of the local football scene would be an advantage.

Applications to careers@leadernews.net.au

The Leader

The Barossa's Favourite Newspaper

Vine Inn
BAROSSA
Community Hotel

HOUSEKEEPER / HOTEL CLEANER

A casual position has become available in our Housekeeping Division at the Vine Inn Hotel for a reliable, motivated and enthusiastic person.

7-day roster; including weekend work with various shifts between 6.00am – 5.00pm.

As the position involves physical work, it is expected that all applicants are physically fit.

Experience essential. Immediate start.

Please note: Only those with experience will be responded to.

Applications close on 5 February 2021.

Applications to
The Head Housekeeper
Email: reservations@vineinn.com.au
Vine Inn Barossa
PO Box 32, NURIOOTPA SA 5355

Heading
out
of
town?

You can
keep
up with
all
of the
Barossa
news
with
The
Leader
e-Edition.

www.barossaleader.com.au

The Leader

The Bungip

Employment Opportunities

Employ Locally Advertise Locally

8522 1233

Just a phone call away

The Bunyip

DEVELOPMENT ACT 1993

ADELAIDE PLAINS COUNCIL NOTICE OF APPLICATION FOR CATEGORY 3 DEVELOPMENT

Pursuant to Section 38 (5) of the Development Act, 1993. Notice is hereby given that an application comprising a CATEGORY 3 DEVELOPMENT has been lodged with the Council for development assessment.

Details of the application are as follows:-

DEVELOPMENT NO: 312 / 371 / 2020

APPLICANT'S NAME: P A CROWHURST

NATURE OF THE DEVELOPMENT: Retrospective approval for the keeping of up to 3 horses and construction of horse shelters all in association with an existing detached dwelling.

SUBJECT LAND: Lot 40 - 356 Old Port Wakefield Road, Two Wells - CT: 6033/894.

ZONE: Rural Living.

The application may be examined at the Principal Office of the Council located at 2a Wasleys Road, Mallala, the Two Wells Service Centre located at 69 Old Port Wakefield Road, Two Wells, during normal business hours or on Council's website at www.apc.sa.gov.au. Any person or body affected may make relevant representations in writing concerning this application to reach the Manager Development Assessment at 2a Wasleys Road or PO Box 18, Mallala, SA, 5502 **not later than 17 February 2021.**

Each person making a submission should indicate whether that person wishes to appear personally or be represented by another party before the Council Assessment Panel in support of that submission. Please note that, pursuant to Section 38 (8) of the Development Act, a copy of each representation received will be forwarded to the applicant for a written response.

Signed: George Jacks
Authorised Officer
Date: 3 February 2021.
THIS IS THE FIRST AND ONLY PUBLICATION OF THIS NOTICE

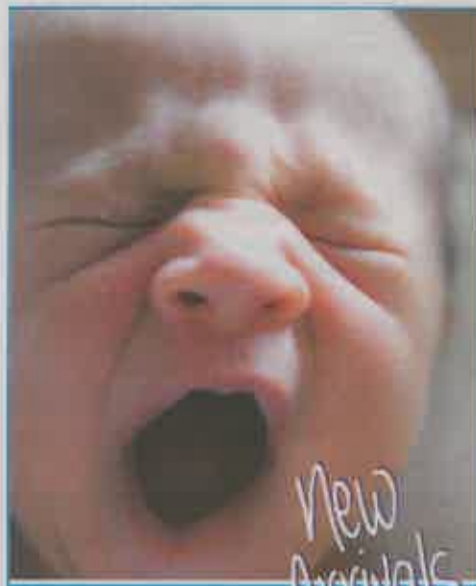
Surprise a loved one

- 1 PICK A LOVED ONE TO SURPRISE**
- 2 WRITE YOUR SPECIAL MESSAGE**
- 3 CONTACT THE BUNYIP**
- 4 20 WORDS ONLY \$13.50**
only \$1.55 for each line after that
- 5 ADD A PHOTO ONLY \$10**
or a logo for only \$5.00

**BIRTHDAYS
ENGAGEMENTS
BIRTHS
WEDDINGS
APPROACHING MARRIAGES**

8522 1233
bunyippress.com.au

The Bunyip



New Arrivals

The information we require includes:

- A photograph
- Date of birth
- Where the baby was born
- Names of the people in the photo
- Suburb of the family

Please email us at: photos@bunyippress.com.au

Got an event coming up?

• Birthday • Anniversary • Wedding • Sports night • Fundraiser

We want photographs of your event.

PHONE 8522 1233 **The Bunyip**
www.bunyippress.com.au

Vine Inn
BAROSSA
Community Hotel

HOUSEKEEPER / HOTEL CLEANER

A casual position has become available in our Housekeeping Division at the Vine Inn Hotel for a reliable, motivated and enthusiastic person. 7-day roster; including weekend work with various shifts between 6.00am - 5.00pm. As the position involves physical work, it is expected that all applicants are physically fit. Experience essential. Immediate start.

Applications close on 5 February 2021

Applications to:
The Head Housekeeper
Email: reservations@vineinn.com.au
Please note: Only those with experience will be responded to:
Vine Inn Barossa, PO Box 32, NURIOOTPA SA 5355

CORSTON COACHES AT TWO WELLS

WANTED: A CASUAL BUS/COACH DRIVER

Must have HR Licence and accreditation. Local work. Schools/Transfers. Suit semi-retired person.

Genuine enquiries 8520 2398 or 0409 092 954

MOVE
EXERCISE PHYSIOLOGY

Administration/Receptionist

Casual 20 hours per week.

We are looking for a receptionist with outstanding customer service to join our growing team. To be a successful applicant, you must be friendly, reliable, well-presented and very organised. To suit this role, you must be able to work in high pressure situations, demonstrate initiative and have exceptional communication, phone and computer skills.

This position is being offered on a casual basis of approximately 20 hours per week Monday-Friday from 8am to 7pm. We encourage your application if you have experience working in a health related reception environment.

Please submit cover letter and resume to:
admin@moveep.com.au

Applications close February 8, 2021.

GAWLER community RETIREMENT HOMES

ADMINISTRATION ASSISTANT

Do you have passion, drive, empathy and ability to deliver quality administrative support to our independent living residents?

Here is the opportunity to use your exceptional people skills to skills support our business.

As the initial contact point for all residents and potential residents ideally you will have:

- An ability to understand and empathise with the residents
- Experience and knowledge of the MYOB Accounting system and/or Bookkeeping
- A proven record of flexibility in managing multiple tasks and priorities autonomously.
- Exceptional interpersonal skills
- An involvement in workplace health & safety.

Your responsibilities will include:

- Providing reception and administrative support to the General Manager, Board and the 6 sites within Gawler which comprise Gawler Community Retirement Homes.
- Liaison with the residents and potential residents
- Completing payroll and business-related activities.

This position reports directly to the General Manager, an attractive award-based remuneration commensurate with the skills and abilities you bring to the role will be negotiated.

The position is a part time role. It is expected that a minimum of 28 hours per week will be allocated with the days to be negotiated. All applicants will need to have a flexible approach to working hours.

Further details and position descriptions can be obtained by emailing david@dwworkplace.com.au

Your application and cover letter outlining your suitability for the role should be forwarded to david@dwworkplace.com.au prior to **applications closing on Monday 15 February 2021**

GAWLER community RETIREMENT HOMES

MAINTENANCE OFFICER

Do you have passion, drive and ability to deliver quality maintenance support to our independent living residents?

Here is the opportunity to use those formal qualifications coupled with your proven people skills support our business.

ideally you will have:

- A trade qualification in landscaping and/or gardening (Cert 111 minimum)
- Experience in other maintenance skills would also be an advantage.
- Exceptional interpersonal skills
- An organised approach with the ability to prioritise workflow.
- An involvement in workplace health & safety

Your responsibilities will include:

- Providing gardening, landscaping and maintenance support to the 6 sites within Gawler which comprise Gawler Community Retirement Homes.
- Liaison with the residents and potential residents.

Reporting to the Works Manager, an attractive award-based remuneration commensurate with the skills and abilities you bring to the role will be negotiated.

The position is offered on a full-time basis, with the actual hours and days to be negotiated. All applicants will need to have a flexible approach to working hours with some travel required.

Further details and position descriptions can be obtained by emailing david@dwworkplace.com.au

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TUNDARRI

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Diesel Mechanic

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- Ability to work positively in a team environment.
- Experience in agricultural machinery repairs and service an advantage.
- Ability to work independently and unsupervised.
- A positive attitude and work ethic.
- Willing to learn new skills.
- Excellent customer service skills.
- A proactive approach to Work, Health and Safety.

Qualifications:

- Heavy Vehicle/Agricultural Mechanic or similar trade qualification.
- Current drivers licence.

Applications close: Monday, February 8

All applicants will be treated as confidential; please forward written applications to:
Dealer Principal
Tundarra Sales & Service
PO Box 246 Gawler, SA 5118
Or email: darren@tundarra.com.au