

Community Services & Development



**Make a Difference!**

Central Desert Regional Council has a land area of approximately 282,093 square kms and has 9 Service Delivery centres located in the communities of Ti Tree, Laramba, Engawala, Atitjere, Yuelamu, Nyirripi, Lajamanu, Yuendumu and Willowra. Council is seeking applications from experienced, enthusiastic and self motivated individuals for the following positions:

**CDP CASE COORDINATOR - Yuelamu Community**

Salary Level 6 \$71,212.29 – \$75,876.50 per annum. This position is responsible for assessing the needs of disadvantaged job seekers and assisting them to gain sustainable employment by preparing and implementing individualised plans and providing employment skills, training, placement and support services. Contact person: Leesa Ashton, CDP Operations Coordinator on 0428 575 448.

**COMMUNITY COORDINATOR – Lajamanu Community.**

Salary Level 4/5, \$69,771 - \$79,214 per annum inclusive of 15% loading. Accommodation is subsidised at an estimated \$13,000pa. This position is responsible for the oversight of the Youth and Communities team and service delivery, including Youth Patrol and Community Safety Patrol operations. Contact Person: Jacob Khumalo on 0428 094 139.

**Closing date: 8:00am Monday 1 May 2017.**

Attractive conditions include 6 weeks annual leave plus 17.5% leave loading, superannuation, and generous leave provisions. Position description and selection criteria can be obtained from our website <http://www.centraldesert.nt.gov.au/employment>

Applicants **must** address the selection criteria and applications should be addressed to **CDRC Recruitment Team and marked 'Confidential' – PO Box 2257, Alice Springs, NT 0871 or emailed to: [recruitment@centraldesert.nt.gov.au](mailto:recruitment@centraldesert.nt.gov.au)**

Government & Defence



Australian Government

Department of the Prime Minister and Cabinet

**Executive Assistant/Business Support Officer**

The PM&C Regional Network comprises 12 regions across Australia, each reflecting unique cultures and languages. The PM&C Regional Network leads engagement with communities, other stakeholders and government agencies to drive outcomes in the Government's key Indigenous policy areas of getting children into school, getting adults into jobs, making communities safer and economic development. The PM&C Regional Network manages stakeholders, partnerships, investments and the delivery of services to achieve outcomes in these areas through funded providers. Funded providers are expected to work closely with Indigenous communities in the design and delivery of projects, investments and services. Staff in the PM&C Regional Network also work closely with funded providers and communities to develop, co-design and implement local solutions to improve outcomes in the Government's priority areas.

The PM&C Regional Network is overseen by a National Director who is accountable to the Government for delivering results on the ground. Local and regional staff report to their Regional Manager to promote increased responsiveness and quicker decisions both on the ground and at the national level.

**Successful applicants will:**

- Provide direct support to the Senior Executive Service through Diary Management, phone and emails, managing and responding to correspondence and communicating with a range of internal/external stakeholders on behalf of the SES
- Assist the Team Leader in managing the work flow of the Regional and Executive area and provide administrative support to staff in the Regional Office
- Assist in property management for PM&C accommodation including inspections, repairs and maintenance contract management and be the contact point for minor property issues or matters (where applicable)
- Assist with vehicle fleet management including routine servicing, registration, insurance and safety checks and administrative processes for allocating vehicles to staff
- Maintain asset registers including vehicles, safety equipment (e.g. beacons) property and personal technology (e.g. laptops, mobile phones and Satellite phones) and office supplies where applicable
- Provide general office administration such as booking video-conferencing facilities and meeting rooms, support to other staff in the use of the Department's online systems

To Apply please visit: <http://www.dpmc.gov.au/>

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**CAREERS IN GOVERNMENT**



**Senior Project Officer, Iconic National Indigenous Cultural Centre Project**

DEPARTMENT OF TOURISM AND CULTURE

**Administrative Officer 7 (Remuneration Package Range \$114,445 - \$122,995) Cultural Infrastructure and Policy Unit, Arts and Museums**

**Alice Springs**

**Fixed vacancy for 6 months**

The Department of Tourism and Culture is seeking an experienced Senior Project Officer with high level project management experience, community engagement skills and expertise in the planning and delivery of key Arts and Museums projects. The role will provide senior project management and consultative services for the Iconic National Indigenous Cultural Centre in Alice Springs project, and assist in the planning and delivery of consultation under the direction of the Nganampa Development Corporation.

This position will be based in Alice Springs and will report to the Project Manager, Nganampa Development Corporation. The successful candidate must be available to travel to remote communities as required.

**Quote vacancy number:** 94170067

**Closing date:** 4 May 2017

Applications should address the Selection Criteria. For a copy of the Job Description and to apply online please visit [www.nt.gov.au/jobs](http://www.nt.gov.au/jobs) or contact us on **1300 659 247**.

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[www.nt.gov.au/jobs](http://www.nt.gov.au/jobs) 1300 659 247

The Northern Territory Government is aiming for an inclusive and diverse workforce. All equal employment (EEO) groups are encouraged to apply.



Construction, Architecture & Interior Design



[www.alicesprings.nt.gov.au/careers](http://www.alicesprings.nt.gov.au/careers)

Alice Springs Town Council values its employees and has some of the best employment conditions in the Northern Territory.

**PROJECT COORDINATOR (P3301)**

Council is seeking a suitably skilled person to assist in the planning and construction of Council's capital works and infrastructure projects.

**Salary:** \$82,234 - \$87,370 p/a including minimum allowance.

**Closing date:** 9am Monday 8 May 2017

**Contact:** Stephen Baloban 8950 0536

**PLEASE NOTE:** All applicants must address each selection criteria contained in the position description available from Council's website. Indigenous persons are encouraged to apply.

Rex Mooney  
Chief Executive Officer  
"A town like Alice"

PO Box 1071 Alice Springs, NT 0871 P: (08) 8950 0500  
E: [astc@astc.nt.gov.au](mailto:astc@astc.nt.gov.au) Web: [www.alicesprings.nt.gov.au](http://www.alicesprings.nt.gov.au)

Information & Communication Technology



**IT Support Technician Vacancy**

Red Centre Technology Partners is seeking a Junior Field Technician to join our IT Field Services Division, providing Alice Spring based Government agencies with desktop support services.

Training will be provided for the right person with a technical aptitude and who can demonstrate PC literacy.

We are looking for a highly enthusiastic, self-motivated person with the ability to work alone and as part of a team.

Must be an Australian Citizen, be able to pass PFES clearance, be eligible for an OCHRE Card and have a Class C drivers licence.

To apply for this job please e-mail [hr@rctp.com.au](mailto:hr@rctp.com.au) for a job description and person specification.

General Vacancies



[www.alicesprings.nt.gov.au/careers](http://www.alicesprings.nt.gov.au/careers)

Alice Springs Town Council greatly values its employees, providing a high standard of employment conditions and generous benefits.

**TEAM MEMBER CBD (P3412)**

Council is seeking an enthusiastic and suitably skilled person to carry out a range of general cleaning and gardening maintenance duties in the Todd Mall, Civic Centre and immediate surrounds.

**Salary:** \$54,990 - \$56,041 p/a including minimum allowance.

**Closing date:** Friday 28 April 2017

**Contact:** Sarah Rhodes 0418 829 949

**REGIONAL WASTE MANAGEMENT FACILITY OPERATOR (P3014) PART-TIME POSITION (24 HRS/WEEK)**

Council is seeking a suitably skilled person to work at the transfer station, tip shop and stockpiles at Council's Regional Waste Management Facility. This position includes weekend work (paid at applicable rates).

**Salary:** \$58,427 - \$59,477 p/a pro rata including minimum allowance.

**Closing date:** Friday 28 April 2017

**Contact:** Oliver Eclipse 8950 4341

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**BARRIER ATTENDANT**

Applications are invited for the above part-time position.

The successful applicant must be available to work at each race meeting conducted by the Alice Springs Turf Club.

Training will be provided although applicants must have experience with horses

For job details and to arrange an interview please call David Westover on 0428 824 585. [dwestover@darwinturfclub.org.au](mailto:dwestover@darwinturfclub.org.au)

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**CAREERS IN GOVERNMENT**

Northern Territory Government jobs are advertised online.

You can find information on current jobs at [www.nt.gov.au/jobs](http://www.nt.gov.au/jobs) or call **1300 659 247** for more information.

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