



## Northern Peninsula Area Regional Council

### **Employment opportunity**

## **Casual Position**

## **Handyman:**

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### **Employment opportunity**

The Northern Peninsula Area Regional Council's mission is to support the provision of high standard local government services and economic growth of the Northern Peninsula Area through the sustainable use, development and management of land, water, and native vegetation resources, whilst protecting the rights and interests of both the individual and the communities.

Northern Peninsula Area Regional Council is seeking an experienced Handman to join the Department of Building and Infrastructure.

#### **PRIMARY OBJECTIVE OF POSITION**

The position is to provide a resource to all departments in Council to assist with general labouring/handyman tasks as required.

### **In this role you will have the opportunity to:**

#### **KEY ACCOUNTABILITIES**

Duties and responsibilities include but are not limited to:

- Operate all equipment in a safe and efficient way according to all relevant WH&S legislation, policies, and procedures.
- Maintain daily records of pick-ups and delivery of goods from the Council Store or Freight Companies
- Pick up refuse in all areas as required and dispose of garbage according to set policies and procedures.
- Deal with community members in a courteous and respectful manner and take note of and report on any complaints.
- Building maintenance as required
- Furniture removalist duties as required.
- Correct maintenance and care of any equipment used.
- Comply with all WH&S standard requirements.
- Perform other duties as required.

*This position requires the completion of a satisfactory Criminal History Check - Police Certificate (Australia Wide Name Only Police Check).*

## **In return for your valued contribution, you will be rewarded with:**

- Casual Position
- \$71,048.64 Annual Salary
- 38 hours per week, 25% Casual Loading
- Cultural Learning and development opportunities
- Employee Assistance Program

## **The successful applicant will have:**

### **Selection Criteria:**

#### **Essential**

- Current Queensland Driver's Licence.
- Knowledge of safe and responsible equipment operation and cleaning standards and procedures
- Knowledge of workplace safety and safe lifting and handling procedures
- Client service and public interaction skills
- Time management skills
- Current Construction Safety Induction card.
- Good communication skills to deal with colleagues and the general public.
- Experience with the use of a wide range of maintenance and construction equipment.
- Knowledge and awareness of WH&S requirements, including safe working practices.

#### **Desirable**

- First Aid Certificate
- Heavy Rigid Driver's Licence

## **Are you ready to catapult your career?**

For us to assess if you're the one we are searching for, it is mandatory that you submit your Resume, a Cover Letter and a Full statement of claims addressing the Selection Criteria and submit your application to [hrdepartment@nparc.qld.gov.au](mailto:hrdepartment@nparc.qld.gov.au)

The selection criteria can also be found on the Position Description, available to be downloaded from the vacancy on Council's website.

You may also contact the Human Resources Department on 07 40486611 for more information.

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

Please note, prior to an offer of employment being made, recommended candidates will be required to undertake a medical assessment (including drug and alcohol testing). Council may also complete a range of other pre-employment checks, such as references, employment history checks, working with children checks or a criminal history check.

**AUSTRALIAN FIRST NATIONS APPLICANTS ARE STRONGLY ENCOURAGED TO APPLY**

**Applications Close – Friday 29<sup>th</sup> November 2024**