

INDUSTRY	LOCATION	DETAILS	FT/PT/ CASUAL	Reference ID
Social & Community <ul style="list-style-type: none"> • APS6 Team Leader 	Canberra, Tuggeranong	<ul style="list-style-type: none"> • Leadership experience at an APS 6 level • Lead a small team and manage the performance of team • Provide advice on indigenous cultural issues when it comes to Applications and decisions, • Manage staff with a well-being focus • Speak with Applicants, Nominees and Support Services • Support the section leadership. 	FT	RE2094
Health, Family & Community <ul style="list-style-type: none"> • Koori Engagement Worker, Victims Assistance Program 	Hume Region - Wangaratta & potential colocations	<ul style="list-style-type: none"> • Tertiary Qualification in Social Work or other related discipline or appropriate professional experience, skills, and training • Case management and Casework experience with Aboriginal and Torres Strait Islander clients • Understanding of issues for Aboriginal and Torres Strait Islander people affected by crime • Demonstrated experience working in a community organisation • National Police checks (NPC) – including Victoria Police National Police Record Check including fingerprinting and completion of other required documentation for police co-locations • Working with Children check (WWCC) • Current full or probationary Drivers Licence • Statutory Declaration • Immunisation Category B 	FT	MH2093
High Rise Window Cleaning <ul style="list-style-type: none"> • Window Cleaner 	Melbourne CBD	<ul style="list-style-type: none"> • Working at Heights • Window cleaning trainee for 6 months • Construction Industry Basic OHS Induction (Red Card) • Elevated Work Platform Operation SL/VL Licence • Traffic Controller, Roadwork Signing & Safety Licence • First Aid Certificate Level 2 	CASUAL 30-55 hours per week	GD2061
High Rise Window Cleaning <ul style="list-style-type: none"> • Facade Care Rope Access Technician 	Melbourne CBD	<ul style="list-style-type: none"> • Industrial Rope Access Licence Level 1, 2 or 3 • Working at Heights Window cleaning trainee for 6 months • Construction Industry Basic OHS Induction (Red Card) • Elevated Work Platform Operation SL/VL 	CASUAL 30-55 hours per week	GD2062

		<ul style="list-style-type: none"> Licence Traffic Controller, Roadwork Signing & Safety Licence First Aid Certificate Level 2 		
Trades & Services <ul style="list-style-type: none"> Civil Labourer – Water/Sewer/Drainage Construction 	North/West & South/East Suburbs & regional Victoria	<ul style="list-style-type: none"> Construction Industry Induction Card Ticketed in a loader Trained in construction OH&S 	FT	JA2085
Security <ul style="list-style-type: none"> Security Guards Concierge Officers Defence Emergency 	Across Melbourne	<ul style="list-style-type: none"> 10 women positions – In-take on August 12th All training included. Must be able to pass a WWC and Police check 	FT/PT/ CASUAL	WI2021 – WI2030
Architecture <ul style="list-style-type: none"> Student Architect 	Melbourne	<ul style="list-style-type: none"> Studying Bachelor's or Master of Architecture Work experience is not required – work samples/portfolio creativity and an eye for design will be assessed as an alternative Experience using ArchiCAD is preferred Required experience using Adobe Suite 	FT	FK2066
Construction <ul style="list-style-type: none"> Site Administration 	Melbourne	<ul style="list-style-type: none"> Undertaking or completed a Certificate III in Business Administration qualification or similar Previous administration and data entry experience Intermediate to advanced use of the Microsoft Office suite Ability to organise and prioritise tasks whilst under pressure and to meet deadlines Ability to work independently whilst remaining as a team player Strong attention to detail Driver's licence 	FT	SW2067
Construction <ul style="list-style-type: none"> Project Administrator 	Melbourne	<ul style="list-style-type: none"> Completed a Certificate III in Business Administration qualification or similar Demonstrated exposure to job costing, purchasing and accounts ideally within the construction industry High level of data entry skills – speed and accuracy Viewpoint or similar job costing program experience Intermediate to advanced use of the Microsoft Office suite Organise and prioritise tasks whilst under pressure and to meet deadlines Strong attention to detail Keeps manager fully advised of any risk/issue that may affect the business/project 	FT	SW2068

		<ul style="list-style-type: none"> • Driver's licence 		
Construction <ul style="list-style-type: none"> • Document Controller 	Melbourne	<ul style="list-style-type: none"> • Prior experience in a document control role, preferably in construction or engineering related industries • Demonstrate knowledge of the principles for management of version-controlled documents • Prior use of a document management system • Intermediate to advanced computer literacy • Current driver's licence • Developed written and verbal communication skills 	FT	SW2069
Construction <ul style="list-style-type: none"> • Contracts Administrator 	Melbourne	<ul style="list-style-type: none"> • Relevant formal qualifications (diploma/certificate in financial or commercial administration) or previous experience in contracts/project administration in a principal contractor environment • Intermediate expertise in current computer packages MS Word, Excel, MS Access, MS Outlook is required • Experience and understanding of Company procurement and commercial processes and procedures • Experience and understanding of financial/cost/project management system and processes • Demonstrated understanding of Client head contract documents (relevant State authorities) • Demonstrated understanding of relevant legislation (Building Code, BIF, BCIPA, BICSPA, etc.) • Understanding of Company subcontract terms and their implications for project delivery and risk • Superior communication, negotiation and interpersonal skills • Ability to deal with a wide variety of people and situations 	FT	SW2070
Construction <ul style="list-style-type: none"> • HSEQ Administrator 	Melbourne	<ul style="list-style-type: none"> • Certificate IV in Occupational Health and Safety • Certificate IV Training and Assessment • Proven ability to communicate with a range of stakeholders • High level of attention to detail with an ability to proof-read HSEQ documents and reports 	FT	SW 2071

		<ul style="list-style-type: none"> Ability to administer databases and spreadsheets containing whole-of-company statistics and records, and production of ad-hoc report and analysis as required Ability to apply oneself to tasks in a fast-paced environment A strong background within safety, with experience in construction 		
Technology <ul style="list-style-type: none"> Test Specialist – Automation 	Various locations	<ul style="list-style-type: none"> Satisfy an AU Gov client Pre-Engagement Integrity Check Be eligible to obtain an AGSVA baseline security clearance or already have AGSVA baseline security clearance Basic understanding of software development lifecycle Prior experience in using software testing tools The ability to understand and assimilate different points of view Prior exposure or willingness to learn AGILE methodologies The willingness to take ownership of challenging tasks, even beyond your initial scope of responsibility The ability to collaborate with team members remotely or face to face Openness to sharing ideas and accepting other team members' feedback 	FT	PX2072
Technology <ul style="list-style-type: none"> Application Developer 	Various locations	<ul style="list-style-type: none"> Basic understanding of software development lifecycle Experience in Java or similar programming Exposure to Cloud technologies preferred but not mandatory The ability to understand and assimilate different points of view Prior exposure or willingness to learn AGILE methodologies Have 2 years' experience in a Development Role 2 years' experience in Java (preferable) and exposure to programming concepts, XML, Xpath, XSLT, BPML, SQL server and MQ Experience with Eclipse and JUnit preferable but not mandatory At least 1 year of experience working in an application development role Experience in developing and supporting Enterprise applications preferable but not mandatory Good understanding of SOA principles Microsoft TFS or other software configuration management tools Satisfy an AU Gov client Pre-Engagement Integrity Check Be eligible to obtain an AGSVA baseline security clearance or already have AGSVA baseline security clearance 	FT	PX2073

Traffic Management <ul style="list-style-type: none"> • Trainee Traffic Controller 	Melbourne	<ul style="list-style-type: none"> • Traffic Controlled Course • Road Work Safety and Signage Course • OH&S Construction White Card • Current drivers' licence • No experience on the job required 	FT	ST2074
Traffic Management <ul style="list-style-type: none"> • Traffic Controller 	Melbourne	<ul style="list-style-type: none"> • Traffic Controlled Course • Road Work Safety and Signage Course • Implement Traffic Management Plan Course • OH&S Construction White Card • Current drivers' licence • 360 hours experience – on the job 	FT	ST2075
Traffic Management <ul style="list-style-type: none"> • Traffic Controller – Team Leader 	Melbourne	<ul style="list-style-type: none"> • Traffic Controlled Course • Road Work Safety and Signage Course • Implement Traffic Management Plan Course • OH&S Construction White Card • Current drivers' licence • Minimum 6 months experience on the job • Current First Aid Certificate 	FT	ST2076