

INDUSTRY	LOCATION	DETAILS	FT/PT/ CASUAL	Reference ID
Community Service Senior Project Manager: Reconciliation	Mitcham	<ul style="list-style-type: none"> • Experience managing reconciliation action plans (or equivalent) and related initiatives and/or in partnership with Aboriginal and Torres Strait Islander communities or organisations • Proven project and program management experience and demonstrated ability to successfully deliver program outcomes on time and to a high standard • Excellent communication skills, including verbal and written skills – enabling delivery of engaging reporting and sharing of progress, outcomes, and learnings • Experience in monitoring, evaluating, and learning to track progress and measure impact • Strong interpersonal skills, to work effectively with and engage a diverse range of internal and external stakeholders • Ability to manage own work priorities, take initiative and meet deadlines • High level of understanding and awareness of Aboriginal and Torres Strait Islander peoples, cultures, and issues affecting them including cultural safety and social issues • Considerable experience that meaningfully and deeply engages culturally diverse, Aboriginal and Torres Strait Islander people and marginalized communities • Tertiary qualification in a relevant discipline and/or equivalent mix of education and relevant experience 	FT	YV3004
Community Services Aboriginal Partnerships Officer	Greensborough	<ul style="list-style-type: none"> • Relevant qualifications in community development, social sciences or a related discipline are desirable. • Experience in developing and implementing plans, programs, and projects in partnership with First Nations people. • Well-developed understanding of engagement practices and principles. • An understanding of the complexities in the provision of community services in a local government setting. • Achievements in community engagement, customer service excellence and continuous improvement in service delivery. • Experience in facilitating organisational change and building organisational capacity. • Current drivers' licence. 	2024 CONTRACT	NB3002
Trades & Services <ul style="list-style-type: none"> • Cabinet Maker 	Heidelberg	<ul style="list-style-type: none"> • You will be required to attend tafe for the qualification • A willingness to learn • A positive attitude • Reliable and punctual • Australian Citizenship or Permanent Resident 	FT	TR3007

Trades & Services <ul style="list-style-type: none"> 1st Year Apprentice Cabinet Maker 	Heidelberg	<ul style="list-style-type: none"> You will be required to attend tafe for the qualification A willingness to learn A positive attitude Reliable and punctual Australian Citizenship or Permanent Resident 	FT	TR3006
Trades & Services <ul style="list-style-type: none"> Labourer 	Heidelberg	<ul style="list-style-type: none"> General Factory Hand duties Assisting Tradesmen Machine Operation Pallet Jack Operation Labouring/Factory Hand experience 	FT	TR3005
Trades & Services <ul style="list-style-type: none"> Spray Painter 	Heidelberg	<ul style="list-style-type: none"> Sanding Panels Preparing Panels Undercoating & Painting Panels General Paint shop duties Labouring/Factory Hand experience is desired Australian Citizenship or Permanent Resident Full training will be provided 	FT	TR3008
Distribution Centre <ul style="list-style-type: none"> Distribution Centre Team Member 	Dandenong	<ul style="list-style-type: none"> Good computer skills License preferred but ability to get to shift Ability to work in a fast-paced environment 	CASUAL move to FT	WI3000
Security <ul style="list-style-type: none"> Office Administrator Security Officer Crowd Controller Loss Prevention Officer Gaming Security Guard 	Various Locations	<ul style="list-style-type: none"> All training provided Must be able to pass a Working with Children's Check and Police Check Some roles may have different requirements, please ask when applying for the role 	FT/PT/ CASUAL	DO2088 DO2089 DO2080 DO2090 DO2091
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 Licence Traffic Controller, Roadwork Signing & Safety Licence First Aid Certificate Level 2 	CASUAL 30-55 hours per week	GD2062
Hospitality <ul style="list-style-type: none"> Stores Assistant 	Glen Waverley	<ul style="list-style-type: none"> Certificate II in Kitchen Operations or year 12 and demonstrated relevant experience. Food Safety qualification which includes the current food handling/hygiene qualification, SITXFSA001 - Use hygienic practices for food safety. Certificate III in Catering Operations or Commercial Cookery is preferred 	FT	HG2065
Student Support <ul style="list-style-type: none"> Koorie Student Support Officer 	Glen Waverley	<ul style="list-style-type: none"> Degree qualifications in Education Support, Disability or Community Services or similar field with significant relevant experience. Lesser qualifications with substantial relevant experience may be accepted. A current and valid driver's licence is required. 	FT	HG2095
Trades & Services	North/West & South/East	<ul style="list-style-type: none"> Construction Industry Induction Card Ticketed in a loader 	FT	JA2085

<ul style="list-style-type: none"> Civil Labourer – Water/Sewer/Drainage Construction 	Suburbs & regional Victoria	<ul style="list-style-type: none"> Trained in construction OH&S 		
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
Student Support <ul style="list-style-type: none"> Koorie Student Support Officer 	Broadmeadows & potential colocations	<ul style="list-style-type: none"> Prior experience working within the local Aboriginal & Torres Strait Islander Community preferred but not essential. To be held in high respect within the local Aboriginal & Torres Strait Islander community. Working with Children’s Check National Police Clearance 	FT	KA2092
Construction <ul style="list-style-type: none"> Project Administrator 	Pakenham Ballarat	<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 Driver’s licence 	FT	SW2068
Construction <ul style="list-style-type: none"> Document Controller 	Dandenong Sth	<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 Must have experience with Team Binder or a similar document control system 	FT	SW2069
Construction	Pakenham Ballarat	<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 	FT	SW2070

<ul style="list-style-type: none"> Contracts Administrator 		<ul style="list-style-type: none"> 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 		
Construction <ul style="list-style-type: none"> HSEQ Administrator 	Ballarat	<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 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 	FT	SW 2071
Workforce <ul style="list-style-type: none"> Periodical Cleaner 	Metro Melbourne	<ul style="list-style-type: none"> Police and Working with Children Check required Cert. III in Asset Maintenance desirable Cleaning experience in a commercial environment desirable 	FT	HD2085
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

<p>Technology</p> <ul style="list-style-type: none"> Application Developer 	<p>Various locations</p>	<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 	<p>FT</p>	<p>PX2073</p>
<p>Security</p>	<p>Across Melbourne</p>	<ul style="list-style-type: none"> 10 positions All training included Must be able to pass a Working with Children's Check and Police Check 	<p>FT</p>	<p>WI2021 – WI2030</p>
<p>Traffic Management</p> <ul style="list-style-type: none"> Trainee Traffic Controller 	<p>Melbourne</p>	<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 	<p>FT</p>	<p>ST2074</p>
<p>Traffic Management</p> <ul style="list-style-type: none"> Traffic Controller 	<p>Melbourne</p>	<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 	<p>FT</p>	<p>ST2075</p>
<p>Traffic Management</p> <ul style="list-style-type: none"> Traffic Controller – Team Leader 	<p>Melbourne</p>	<ul style="list-style-type: none"> Traffic Controlled Course Road Work Safety and Signage Course Implement Traffic Management Plan Course 	<p>FT</p>	<p>ST2076</p>

		<ul style="list-style-type: none">• OH&S Construction White Card• Current drivers' licence• Minimum 6 months experience on the job• Current First Aid Certificate		
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