

Central Darling Shire Council

Expression of Interest Customer Service Officer

Opportunity

Expressions of interest are being sought from candidates who are interested in casual work to cover periods of staff absences in the Wilcannia, Menindee and Ivanhoe Customer Service team.

Further Information

Applications Close 4pm Friday 2 August 2024

A great opportunity to kick start your career in local government.

When engaged, you will be required to provide efficient and effective customer service to all residents, community members and visitors to the Shire. Duties include answering incoming calls, attending to enquiries over the counter, receipting, mail, and other administrative activities.

There is no need to base yourself in Wilcannia, however you will need to be willing to travel to all our office locations as needed to cover periods of staff absences.

Your pay will start from \$37.29 per hour (includes casual loading), plus superannuation and Award allowances. The actual rate will be based on your qualifications, experience and knowledge.

You will be required to provide a satisfactory National Police Clearance.

Next steps

For a confidential discussion or further information contact:

Jane McEwan, Customer Service Manager, on 0448 356 133

How to apply

All applications are to be forwarded to the Human Resource Officer:

hr@centraldarling.nsw.gov.au

Benefits

- Casual
- Various hours
- Corporate Uniform
- Plus superannuation
- Award allowances

SEE MORE

Careers at Council

<https://www.centraldarling.nsw.gov.au>

