



Shire of Mt Marshall

— THE SANDALWOOD SHIRE —

14 March 2022

POSITION VACANT CLEANER

A vacancy exists for a full time Cleaner working from the Bencubbin depot (38hrs/wk). You will be required to clean various Shire facilities including, but not limited to, the Shire office, the Bencubbin Caravan Park ablutions and accommodation as well as the Bencubbin Multipurpose Complex.

Shire housing may be negotiated with the successful applicant and the role includes the following benefits:

- Complimentary Gym Membership
- Housing Allowance - \$100 per week
- Matching superannuation contribution up to 5%
- 22 days annual leave
- Fortnightly RDO
- Annual Bonus

To obtain a copy of the position description, please contact Nadine Richmond during office hours on 08 9685 1202 or via email admin@mtmarshall.wa.gov.au.

Applications addressed to the Chief Executive Officer can be emailed to admin@mtmarshall.wa.gov.au, received by mail or delivered in person to the Shire office.

John Nuttall
Chief Executive Officer
PO Box 20
BENCUBBIN WA 6477

DIARY DATES

29 March 2022

Recycling Collection

19 April 2022

Ordinary Meeting of Council @
3pm in Beacon Town Hall

COUNCILLORS

Cr Tony Sachse

President

P: 0429 851 257

crsachse@mtmarshall.wa.gov.au

Cr Nick Gillett

Deputy President

P: 0427 862 060

crgillett@mtmarshall.wa.gov.au

Cr Megan Beagley

P: 0429 861 023

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Cr Tanya Gibson

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Cr Leeanne Gobbart

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Cr Stuart Putt

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Cr Ian Sanders

P: 0427 851 213

crsanders@mtmarshall.wa.gov.au

CONTACT US



80 Monger Street, Bencubbin WA 6477 | Phone: 08 9685 1202 | Fax: 08 9685 1299
Email: admin@mtmarshall.wa.gov.au | www.mtmarshall.wa.gov.au



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EMPLOYMENT OPPORTUNITY

PARKS AND GARDENS OFFICER

The Shire of Mt Marshall is seeking a competent and enthusiastic Parks and Gardens Officer to provide attentive care for our numerous parks and gardens, recreation centres, fully grassed reticulated oval, caravan parks, and botanic gardens. The job is based in Bencubbin and involves a diverse range of duties and will be ideal for you if you like variety in your work and are self motivated.



The role includes the following benefits:

- Complimentary Gym Membership
- Housing Allowance - \$100 per week
- Matching superannuation contribution up to 5%
- 22 days annual leave
- Fortnightly RDO
- Annual Bonus

A 'C' class driver's license is a minimum requirement for the position and annual remuneration is \$55,486 with a loyalty bonus scheme commencing after 1 x years service.

Applications are now open and please contact Nadine Richmond on 08 96851202 or ea@mtmarshall.wa.gov.au for a copy of the position description. Applications addressed to the Chief Executive Officer can be emailed to ea@mtmarshall.wa.gov.au, received by mail or delivered in person to the Shire office.

The Shire of Mt Marshall is committed to creating a diverse environment and is proud to be an equal opportunity employer.

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Chief Executive Officer
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FINANCE OFFICER VACANCY

A fantastic opportunity exists at the Shire of Mt Marshall for an enthusiastic and reliable person to join our administrative team in the role of Finance Officer. The position offered is a permanent full time role where you will be responsible for financial activities such as accounts payable and payroll as well as assistance with customer service and general clerical/administration support.

The successful applicant will have demonstrated literacy and numeracy skills, including cash handling experience with Synergy software experience looked upon favourably.

The role includes the following benefits:

- Complimentary Gym Membership
- Housing Allowance - \$100 per week
- Matching superannuation contribution up to 5%
- 22 days annual leave
- Monthly RDO
- Annual Bonus
- Uniform allowance
- Relocation allowance of up to \$4,000 (for successful applicants relocating from outside of the Shire)

On top of the attractive incentives listed above, the role's remuneration ranges between \$63,000 and \$68,000 dependant on experience. A position description can be obtained by contacting Nadine Richmond via email - ea@mtmarshall.wa.gov.au or 08 9685 1202. Applications marked 'Private and Confidential' are to be accompanied with the names of two recent employment referees.

Applications addressed to the undersigned are to be received by 4pm, Friday 18 March 2022.

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CHANGES TO LICENSING AT THE SHIRE

Community members will need to make an appointment to have licensing processed at the Shire Office until further notice. Please call the office on 9685 1202 to make an appointment.

Once our new staff members have completed necessary licensing training our Department of Transport services will resume as normal.

We apologise for the inconvenience

80 Monger Street, Bencubbin WA 6477 | Phone: 08 9685 1202 | Fax: 08 9685 1299
Email: admin@mtmarshall.wa.gov.au | www.mtmarshall.wa.gov.au