

INFORMATION FOR APPLICANTS

ES 1-2 Maintenance Officer – Fixed Term

Start Date: 15 April 2024

End Date: 20 December 2024

Time Fraction: 1.0

Closing Date: 20 March 2024

Job number: 1405782

Instructions

Applicants are free to structure applications in any manner they choose; however, they must include the following:

- That you address the Selection Criteria and attach a brief work history, including the names and contact details (email address and phone number) of three professional referees.
- Applications must be lodged on [Recruitment Online](#) by the closing date.

Selection Criteria

SC1 Confidently use hand and power tools to safely carry out general maintenance and repairs to a high standard.

SC2 Ability to communicate and cooperate effectively with tradespeople, suppliers, school staff and students as well the capacity to use email and online programs.

SC3 A strong work ethic, eye for detail and a sense of pride in efficiently completing work to a high standard as well as the ability to work independently and to follow instructions and take direction.

SC4 Ability to identify and assess potential risks that may impact on the school community including contractors and visitors.

SC5 Demonstrated capacity to provide advice and support to management and other school staff in respect to the work area.

Further Information

For more details regarding this position please contact Sharni Mullin, HR Manager on 9407 9709 or at sharni.mullin@education.vic.gov.au