

Are you looking for a rewarding career? Then join our team and make a difference to your community. Griffith City Council offers the chance to work in a stable and secure environment while providing excellent opportunities to develop your skills and career potential. Council is proactive and passionate about creating ongoing opportunities for our growing population. Council is seeking applications from enthusiastic motivated individuals for the following positions:

### Communications Officer (12 month term position)

Re-advertised due to change in Essential Criteria

The role of the Communications Officer is to create and maintain Griffith City Council's public image and brand by managing Council media relations, coordinating the design, content and development of Council corporate, advertising and promotional materials, development and administration of Council's website, extranet, intranet, and social media presence and liaise with stakeholders to ensure published information is accurate, timely and consistent. The successful applicant will require a diploma relevant experience in; communications, graphic design, public relations, journalism or other related field. Please include copies of all relevant Certificates and qualifications with your application. Hours of work are 35 hours per week with a commencement weekly salary of \$1345.12 (Grade 14).

For any questions about the role please contact Shireen Donaldson on 6962 8100.

Applications for the above position close 4pm, Friday 12 January 2018.

## Apprentice Journeyman/Plumber

The purpose of the Apprentice Journeyman - Plumber is to work as an individual or in a team environment to construct, operate and maintain Council's water supply and wastewater systems to relevant standards and in a safe, economical and proficient manner using the equipment and materials supplied. The apprenticeship offers the opportunity to undertake study part time while being employed full time with Council. This apprenticeship is not restricted to recent school leavers but is available to anyone who is interested in a career in Plumbing and who is confident of meeting the academic study requirements. Applicants must be eligible to enrol in accredited training - Cert III Plumbing. Hours of work are 38 hours per week with a rostered day off once per fortnight and the commencement weekly salary will be in accordance with Clause 30C (i) for Apprenticeships or 30E (xvi) for Government funded traineeships as per the local Government State Award 2017. For any questions about the role please contact Steve Crombie on 6962 8100.

Applications for the above position close 10am, Monday 15 January 2018. **Local Studies Librarian** 

# (Part Time, 12 month term appointment)

To actively and creatively collect, preserve, catalogue, promote and make accessible a heritage collection relating to the Western Riverina area for current and future generations and to provide a proactive, efficient and courteous customer service experience to a diverse range of people. The successful applicant will require a Degree in Library Management or other related discipline. Please include copies of all relevant licenses and qualifications with your application. Applicants must have a Working with Children Check Clearance Number for employment screening purposes. To apply for a Working with Children Check Clearance Number, log onto and complete the online application form www.newcheck. kids.nsw.gov.au (in child related industry sector, tick clubs or other bodies providing services for children). Special **conditions:** This position is designated as a child-related position. It is an offence under NSW Legislation for a person convicted of a serious sex offence to apply for this position. Hours of work are 7 hours per week with a commencement hourly rate is \$37.23 (Grade 13). For any questions about this role please contact Karen Lowe on 6962 8100.

#### Applications for the above position close 4pm, Friday 19 January 2018. To apply or for more information, log on to griffith.nsw.

iobs or contact Council's Workforce Planning Administrator on 6962 8100.

Only those with current rights to work in Australia may apply. Council is an Equal Employment Opportunity employer welcomes diversity in the workplace.

#### **PUBLIC NOTICES Notice of Temporary Road Closure**

Notice is hereby given under the Roads Act 1993, Section 122, of the temporary closing of Sidlow Road between Taylor Road and Stafford Road from Tuesday 9 January 2018 to Monday 15 January 2018 for replacing an existing box culvert. A full road closure will be in place with detours around the worksite - please follow the signs.

# Access to local residential traffic will be provided. Reinstatement of Decommissioned Flood Gates at

East Mirrool Regulator - Tender No: 06-17/18 Griffith City Council invites tenders for a contract for the reinstatement of decommissioned flood gates at East Mirrool Regulator. Tenders close on 25 January 2018 at 2 pm. Tender documents may be obtained by contacting Tenderlink on www.tenderlink.com/griffith Requests for Information Regarding the Proposed Contract: Please contact Tenderlink Customer Service by telephoning 1800 233 533. A non compulsory pre-tender site meeting will be held at the Griffith City Council chambers at 11am on 11 January 2018. Tenders addressed "Griffith City Council 1 Benerembah Street Griffith NSW 2680 and endorsed with "Contract 6 - 17/18 Reinstatement of Decommissioned Flood Gates at East Mirrool Regulator" are to be lodged in the tender box at the above address or via Tenderlink, no later than 2pm on Thursday 25 January 2018. Canvassing of any Council members or officers will disqualify tenderers from the tender process.

#### **Application for Community Membership - Lake** Wyangan and Catchment Management Committee

Council currently has a Community Membership Council currently has a Community Membership vacancy on the LW&CM Committee. If you possess an interest in Water Quality, Ecosystem and Community Wellbeing Management, Council would now encourage you to apply for Community Membership to this Committee. Nomination forms available on Council's website www.griffith.nsw.gov.au or by conta Marisa Martinello, Senior Governance Officer contacting 6962 8183. Nominations must be returned by 4pm, Friday 12 January 2018 addressed to the General Manager, Griffith City Council, PO Box 485 Griffith NSW 2680.

#### Application for Community Membership -**Disability Inclusion & Access Committee**

Council currently has Community Membership vacancies on the Disability Inclusion & Access Committee. The purpose of this Committee is to advise and make recommendations to Council on matters relating to access and mobility issues with particular emphasis on issues for people with disabilities; e.g. issues relating to the Pedestrian Access and Mobility Plan (PAMP), Bicycle Plan, CBD Strategy, Development Control Plans, Tourism and Economic Development Strategy or other Plans of Council and their implementation; during planning and design of public buildings, open space and recreation facilities; and concerning access issues relating to public events. Nomination forms available on Council's website www.griffith.nsw.gov.au or by contacting Council's Governance Officer on 6962 8100. Nominations must be returned by **4pm**, **Friday 12 January 2018** addressed to the General Manager, Griffith City Council, PO Box 485 Griffith NSW 2680.

### **Location for Griffith Country University Centre**

Griffith City Council has established a Steering Group to facilitate the creation of a Country University Centre in Griffith. The purpose of the Country University Centre is to provide a place where local university students enrolled in university courses but studying from home can come to connect with their host university and other students.

Council is calling for interested persons/organisations to lodge an Expression of Interest (EOI) for the provision a premises for the operation of the Griffith Country

- University Centre. EOI to address your ability to provide: A main study space (with capacity of a minimum of 50 students)
- Smaller meeting rooms
- Video conferencing facilities Social space for students including kitchenette
- Disabled access
- High speed internet connection Rest room facilities
- Proposed opening hours
- Computers and printing facilities
- Support services for students
- Accessibility to the CBD of Griffith.

EOI to be addressed to the General Manager, Griffith City Council and sent to admin@griffith.nsw.gov.au before 4pm Friday 9 February 2018.

Brett Stonestreet, General Manager PO Box 485, Griffith NSW 2680 Ph: 6962 8100 www.griffith.nsw.gov.au www.facebook.com/griffithcitycouncil



Griffith City Council will be conducting an **Immunisation** Clinic for children on Thursday 11 January 2018 at the Senior Citizens Centre 47 Canal Street, Griffith between 3pm and 4pm.

Visitors to the clinic are requested to bring with them their children's blue health record book and Medicare Card.

