

The Halls Creek Recreation Centre is a first class sport and recreation facility which includes an Adult (25m, 8 lane) pool, children's pool, gymnasium, covered basketball courts and activity rooms. The facility is centrally located in Halls Creek.

The Recreation Centre Manager supervises and supports the Recreation Centre staff in the day to day operation of the Centre to ensure high standards of customer service.

Responsibilities include:

- The efficient operation of plant and equipment to provide a safe, healthy and pleasant environment for the community
- Liaison with and supervision of other Shire staff to ensure the timely provision of services to Centre members and other customers
- To manage the day to day operations of the Aquatic and Recreational Centre and undertake pool operator and lifeguard duties as and when required
- To institute procedures to ensure all safety requirements are met in order that the general public are using a facility that is acceptable to health regulations
- To ensure high standards of customer service

The person we are seeking will have sound supervisory skills, excellent verbal and written communication skills, including the ability to communicate with different cultures & youth, excellent customer service skills and be physically fit to perform duties. Current Pool Operator's Certificate, Lifeguard Certificate and Breathing Apparatus Certificate are required and the successful applicant is required to obtain a Western Australian Working with Children Check, National Police Clearance and a medical check.

About the Benefits

An **attractive remuneration package**, including a cash component of **\$75,000 - \$82,000** (depending on experience and qualifications), plus excellent working conditions and the job satisfaction that comes from knowing you are truly making a difference in the local community. The *Shire of Halls Creek* is also committed to **career development** and **ongoing training** and will provide ample opportunities to all employees in this regard.

The *Shire of Halls Creek* highly values their employees and is offering a **range of fantastic benefits** as part of their package including:

- **5 weeks annual leave;**
- **Career development & ongoing training;**
- **Furnished House, with generous subsidised rent;**
- **Free internet connection at residence;**
- **Water and electricity allowance;**
- **Opportunity for salary sacrifice**

To apply for the position:

1. Submit your Resume and a Covering Letter addressing the Selection Criteria found in the Position Description available on our website: <https://www.halls creek.wa.gov.au/council/employment>

2. Applications must be addressed to the Chief Executive Officer, Shire of Halls Creek, PO Box 21, Halls Creek WA 6770 or Email to: hcshire@hcshire.wa.gov.au

Applications are to be received by **4.00pm Friday 6th November 2020**

The Shire of Halls Creek is an Equal Opportunity Employer

For further information on this position, please contact Margaret Glass,

Youth and Community Development on 08 [9168 6007](tel:91686007) or
email: hcshire@hcshire.wa.gov.au