



Shire of Halls Creek Employment Opportunities

POSITION TITLE: Customer Service Officer - Multi

ABOUT THE OPPORTUNITY

The Customer Service Officer is a varied role to support the delivery of customer service including postal, licensing, library, facility hire, reception and tourism services. Suitable candidates are people who are welcoming, are able to listen to and find solutions for our customer and enjoy variety in your work.

A permanent full time position and casual position are available with full training provided.

ABOUT THE BENEFITS

An **attractive remuneration package** (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**. 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;**
- **Halls Creek and electricity allowance;**
- **Opportunity for salary sacrifice;**
- **Cash salary between \$44,000-\$52,000 (depending on experience).**

To apply for the position:

1. Download the position description and the job application form which are available from our web site: halls creek.wa.gov.au
2. Email the completed application form along with a covering letter addressing the selection criteria set out in the position description and your resume to:
hcshire@hcshire.wa.gov.au

Open to applications until filled.

The Shire of Halls Creek is an Equal Opportunity Employer