



Etheridge Shire Council

POSITION VACANT

Visitor Information Centre (Terrestrial)/Library Team Leader

- FANTASTIC OPPORTUNITY TO WORK WITHIN A TEAM ENVIRONMENT AND PROVIDE LEADERSHIP

The Terrestrial/Library Team Leader will provide a high standard of customer service to both visitors and locals of the Etheridge Shire. Whilst conducting their work in line with current policies, current procedures and work instructions.

Etheridge Shire Council is currently seeking an experienced, dedicated, motivated and enthusiastic Terrestrial/Library Team Leader to oversee the day to day operations of the V.I.C (TerrEstrial) Centres Ted Elliott Mineral Collection and Library. Position also involves providing accurate tourism information to passing tourists and responding promptly to requests for tourism information, the production and distribution of the Etheridge Shires promotional brochures, supervision of centre staff and operations of the Georgetown Library.

Etheridge Shire Council is dedicated to providing high quality customer service to its external and internal customers, but we also value our staff and the important role that they play. This position offers above award wages, the ability to salary sacrifice superannuation contributions and a fortnightly rostered day off.

The successful applicant must be able to fulfil or demonstrate how they can meet the key requirements and accountabilities as detailed within the position description.

Applications can be posted, delivered to the Administration Office, faxed or emailed to:

Position Vacant – V.I.C (Terrestrial)/Library Team Leader
The Chief Executive Officer
Etheridge Shire Council
PO Box 12
GEORGETOWN QLD 4871

Fax: 07 4062 1285

Email: info@etheridge.qld.gov.au

Further information can be obtained by contacting HR/Payroll Department, on Ph: 07 40799090 or email info@etheridge.qld.gov.au or Councils website www.etheridge.qld.gov.au

Applications close at 4 pm Friday 5th July 2024

Ken Timms PSM
CHIEF EXECUTIVE OFFICER