



**Human Resources Officer
(Permanent, Full-Time)
Reference No: S40.007.328**

We are currently seeking applications from suitably experienced & qualified people to work as part of a small HR team to assist to develop, implement & revise HR policies & procedures. The successful applicant will also be responsible for coordinating a range of HR related processes including recruitment, induction, job evaluations, performance management & training & development.

The position is classified at Grade 12 of Council's Salary Structure with a salary will range from \$1067.60 per week (Step 1) to \$1270.30 per week (Step 9). Conditions of employment are in accordance with the Local Government (State) Award 2010.

A job information pack with full details, selection criteria & application form is available from www.kiama.nsw.gov.au or from the HR Section by calling ☎4232 0414. Refer specific inquiries to Human Resources Officer, Carlie Suckley, ☎4232 0454. Applications must address the selection criteria & be on Council's application form. **Applications close – 27/02/2012**

We actively encourage applications from people with ATSI background.

PO Box 75
KIAMA NSW 2533

Michael Forsyth
General Manager

To be advertised:

Council Noticeboards

Council Website