

Position Details	
<b>Position Title</b>	Workplace Health & Safety – Trainee
<b>Reference Number</b>	1255
<b>Employment Type</b>	Fixed-Term – 12 months
<b>Location</b>	Thursday Island
<b>Minimum Award/Classification</b>	QLGIA – (Stream A) Award State, Division 2 – Section 1 Training Wage Award 2012 – State 2012 Torres Shire Council Certified Agreement 2019
<b>Maximum Award / Classification</b>	QLGIA – (Stream A) Award State, Division 2 – Section 1 Training Wage Award 2012 – State 2012 Torres Shire Council Certified Agreement 2019
<b>Roster Pattern</b>	19-day month
<b>Position Summary</b>	<p><b>Workplace Health &amp; Safety – Trainee</b></p> <p>Reference Number: 1255  Weekly Salary: \$977.39  Location: Thursday Island  Close Date: 4pm, Friday, 16 April 2021</p> <p>Reporting to the Workplace Health &amp; Safety Advisor, this key position will assist in performing Workplace Health &amp; Safety duties.</p> <p>The individual we are seeking will be a highly skilled professional who is a team player working proactively in a busy work environment. You will need to be able to work autonomously as well as in a team.</p> <p>Ideally, the successful applicant will have: -</p> <ul style="list-style-type: none"> <li>• To carry out, under direct supervision, Workplace Health &amp; Safety delegated tasks whilst undertaking a Certificate III in Workplace Health &amp; Safety.</li> <li>• Gain a basic insight functions of Workplace Health and Safety, according to the provisions of the Workplace Health and Safety Act 2011.</li> <li>• Must be able to maintain operational standards and compliance with Work Health and Safety legislation.</li> </ul> <p>For a full listing of the Key Duties and Responsibilities and full selection Criteria please download a copy of the position description.</p> <p>In return we offer the following benefits: -</p> <ul style="list-style-type: none"> <li>• Great team environment</li> <li>• 19-day month RDO Scheme</li> <li>• 5 weeks annual leave</li> <li>• 12% contribution to superannuation</li> <li>• Annual leave loading</li> <li>• Locality Allowance</li> <li>• Remote Area Allowance</li> <li>• Subsidised health and well-being membership (gym / swimming pool)</li> <li>• On-going opportunities for learning and development</li> </ul>

	<p><b>How to apply:</b></p> <p><b><i>Applications not addressing the full selection criteria will not be accepted.</i></b></p> <p>Your application must be lodged electronically and must consist of the following:</p> <ul style="list-style-type: none"> <li>• Cover letter addressing the key selection criteria.</li> <li>• Copy of your resume.</li> </ul> <p><b>Pre-Employment Assessment:</b></p> <p>As part of the selection process, applicants may be required to undertake some or all of the following pre-employment assessments / checks: -</p> <ul style="list-style-type: none"> <li>• Pre-employment medical, which will include a functional capacity assessment and drug and alcohol test.</li> <li>• National police / criminal history check</li> <li>• Numeracy and Literacy Assessment</li> <li>• Computer Skills Assessment</li> <li>• Qualification / Licence Verification</li> <li>• Right to Work in Australia Check</li> <li>• Psychometric testing</li> </ul> <p><b>Employment Eligibility:</b></p> <p>To be eligible to apply for a position at Torres Shire Council, you must fulfil one of the following criteria: -</p> <ul style="list-style-type: none"> <li>• Permanent resident of Australia</li> <li>• Australian Citizen</li> <li>• Entitlement to work visa</li> </ul> <p>Torres Shire Council encourages applications from Aboriginal and Torres Strait Islander people.</p>
<b>Selection Criteria</b>	<p><b>Essential:</b> Possess a current (C class) Driver’s Licence (desirable)</p> <p><b>Essential:</b> Good organisational and communication skills:</p> <p><b>Essential:</b> Must show how you will work and commit to Council:</p> <ul style="list-style-type: none"> <li>• Punctual</li> <li>• Be reliable</li> <li>• Able to follow instructions</li> </ul>
<b>Contact Person</b>	Torres Shire Council Human Resource Manager
<b>Contact Number</b>	07 4069 1336
<b>Contact Email</b>	<a href="mailto:employment@torres.qld.gov.au">employment@torres.qld.gov.au</a>
<b>Closing Date</b>	4pm Friday, 16/04/2021
<b>Position Description</b>	Refer to position description document
<p>Please note that this position will close at 4pm (AEST) on the closing date. Please ensure your application is added before this time as we do not accept late applications</p>	