

Infrastructure and Maintenance Manager Cobram and Nathalia (Permanent Full Time) Classification HS3

Based at Cobram, this position will form part of the Corporate Services Department across, Cobram, Numurkah and Nathalia Health Services / Hospitals.

The role will involve providing a high level of support to the Director of Corporate Services, and is responsible for the preventative maintenance, reactive maintenance and efficient and effective management of infrastructure and plant at both Cobram District Health and Nathalia Hospital.

We offer the successful applicant:

- Salary Packaging
- Paid Accrued Day Off every 4 weeks
- Professional Development Opportunities
- Supportive friendly work environment
- Competitive Salary and Conditions dependent on qualifications

The successful applicant will possess:

- Previous experience managing a maintenance department or relevant workplace
- Demonstrated knowledge of complex plant and equipment systems
- Well-developed interpersonal, written and verbal communication skills, including the ability to work with a diverse range of people
- Advanced skills and knowledge in Microsoft Office programs particularly Word, Excel, and Outlook
- Possess strong professional ethics, including the ability to exercise sound judgment and confidentiality in relation to sensitive matters
- Ability to prioritise tasks and meet deadlines
- Proven ability of strong attention to detail
- Ability to manage demanding and changing workloads and competing priorities
- Demonstrated ability to use initiative and confidently use assertion skills where appropriate.

We welcome diversity and promote Equal Opportunity and have in place inclusive and flexible recruitment and retention practices.

For further information contact:

Justin Sullivan, Director of Corporate services on, **T:** (03) 5862 0551 **M:** 0447 607 997
email: justin.sullivan@ndhs.org.au

Applications:

Applications are required to address the key selection criteria and must include a covering letter, resume and a minimum of two professional referees.

Closing date: **Sunday 24th February 2019.**

Written applications should be forwarded to:

People and Culture Department

PO Box 252

Cobram, Victoria, 3644.

cobramrecruitment@cobramdistricthealth.org.au