



## Property Maintenance Leading Hand Permanent Full-time

Mr Mark Bonnici invites suitably experienced Maintenance workers to indicate their interest and willingness to fulfil this position. The primary purpose of the Property Maintenance Leading Hand is to work as part of a team to ensure the physical buildings, gardens and grounds of the College are always presented and maintained to a high standard and to follow appropriate frameworks, processes and systems to ensure adequate repair and maintenance programs are adhered to. A flexible approach to working in a problem-solving team environment with changing priorities is an important aspect of the position. A commitment to the ethos of the Catholic School is essential. The position reports directly to the Property Maintenance Supervisor.

### Applicants are asked to provide:

- 1) A cover letter outlining reasons for your interest in the position (*one page*)
- 2) A Curriculum Vitae including two referees including current employer
- 3) A statement addressing the essential requirements below (*Please limit your response to no more than four pages*)

### Essential Criteria:

- Has an affinity with and appreciation of the Vision and Values of the College as outlined in the role description.
- Is a multi-skilled handyman and/or have trade or equivalent experience.
- Demonstrates prior experience in buildings and ground maintenance in a school or similar environment.
- Demonstrates the capacity to work with and lead other maintenance team members in the key accountabilities outlined in the role description.
- Maintains a current motor vehicle licence (LR preferred or willingness to undertake that licence)
- Demonstrates sound organisational practice skills.
- Required to undergo annual training in Manual Handling, Child Protection, Emergency Care, Anaphylaxis, Professional Standards, and designated training in chainsaw operation, scissor lift operation.

St Edward's College is an Equal Opportunity Employer. Aboriginal and Torres Strait Islander people are encouraged to apply. All applicants will be subject to EREA and legislative screening procedures. These checks are consistent with EREA's commitment to child protection policies and procedures. Edmund Rice Education Australia is committed to ensuring the safety, wellbeing and dignity of all children and young people.

This is a permanent full-time position commencing in March 2021. Applications are to be directed via email to the Principal at [principal@stedwards.nsw.edu.au](mailto:principal@stedwards.nsw.edu.au) by 3pm Monday 15 March.

The Principal

St Edward's College, Gosford

[principal@stedwards.nsw.edu.au](mailto:principal@stedwards.nsw.edu.au)

[www.stedwards.nsw.edu.au](http://www.stedwards.nsw.edu.au)

