



Position	Qualified Trade Position – Maintenance Team & Bus Driver
Reports To	College Principal & Business Administrator
Department	Business Administration
Location:	St Ives
Commence	asap
Term / Conditions	<ul style="list-style-type: none"> • Qualified Trade Position – Level 2b, under the Independent Schools NSW (Support Operational Staff) Multi Enterprise Agreement 2017 • Casual / Temporary - FTE 1.0 with potential for permanency • 7am to 3pm Monday to Friday • Annual Full Time Salary is currently \$59,406 (ie. \$29.98 per hour)
Masada ethos	Masada College bases its ethos on three things; being Jewish, on being Australian and being nurturing. Every year our graduates emerge with the highest academic achievements and move into various fields of tertiary study.
Requirements	<p>The preferred candidate will:</p> <ul style="list-style-type: none"> • hold a trade qualification or other qualification or have experience of an equivalency • receive limited instructions regarding work assignments and usually work without supervision • regularly be required to exercise independent initiative and judgement and • have the ability to be the 2 I C – to the supervisor/s for Internal / External – Operations ie assume control and responsibility for the maintenance of gardens and / or sports grounds which may include the use of accredited trade skills in areas such as horticulture, gardening or the maintenance of sports grounds • when called upon supervise one or two employees in this section of the school • as well as in a team when required and in a safe manner be consistent with Work Health & Safety requirements • have a high standard of personal presentation, with a courteous and respectful manner • be willing to undertake training courses as required including: <ul style="list-style-type: none"> ○ Height Safety ○ Bus Driver ○ MR licence • have appropriate physical fitness / capacity • be discerning with good attention to detail • have current NSW drivers' licence • have a Working with Children Check Clearance • Masada College is a smoke-free environment, and smoking is not permitted on the premises
Accountabilities	<p>Without limiting, the successful candidate may be required to:</p> <ul style="list-style-type: none"> • perform general maintenance work which may include the use of trade accredited skills in areas such as carpentry plumbing or electrical services • drive buses requiring a Medium Rigid (MR) or Heavy Rigid (HR) Drivers Licence from the Roads and Maritime Services NSW; or • participate fully in the maintenance of ovals, gardens and grounds as directed • exercise care and skill in the discharging duties and adhere to relevant WHS standards • maintain a high standard of workmanship • ensure premises are kept tidy and free of litter, hazards and unauthorised material • respond promptly to work orders and other directions • excellent presentation, communication skills and positive and friendly demeanour • perform other duties as required by the School inclusive but not limited to set up for meetings, events etc



Applications	Mr Martin Tait, College Principal <ul style="list-style-type: none">• Letter of application• Curriculum Vitae• Details of two contactable referees• Copy of approved Working With Children Check• Email applications: hr@staff.masada.nsw.edu.au• Closing date: 3 December 2020
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