

# St Mary's Catholic Primary School, Donnybrook



## Grounds and Maintenance

St Mary's is seeking an experienced Grounds and Maintenance person to join our team.

This is a temporary, part-time position (approximately 15hrs per week) with the commencement date negotiable dependent on the successful applicant. The end date will be 31 December 2023, and whilst there is the possibility of the position being extended into the future, there is no guarantee.

To apply for this position, applicants must meet the following selection criteria:

- Be fully supportive of the objectives and ethos of Catholic Education.
- Demonstrate a high level of interpersonal skills and the ability to work collaboratively with staff, students and parents.
- A commitment to high work standards and a work ethic that meets the demands of the role.
- Has a sense of pride and enjoys the work they do.
- Has the ability to work independently and the initiative to organise and prioritise workloads.
- Attend staff training and development sessions as directed.
- Has a professional attitude and is respectful of the environment they are working.
- Be flexible with working hours.

Qualifications Required:

- Current First Aid Certificate (to be obtained if not held)
- National Coordinated Criminal History Check, from the Department of Education
- Working with Children Screen Check
- Have completed or willing to work towards 'Accreditation to Work in a Catholic School'

Applications must be in digital form via email to [andrew.gammon@cewa.edu.au](mailto:andrew.gammon@cewa.edu.au). This should include a cover letter and a resume that includes the name of your current employer and at least one further referee.

Catholic Education Western Australia encourages applications from Aboriginal and Torres Strait Islander people, people with a disability, people of all ages and people from culturally diverse backgrounds. To be eligible to apply for this role you must be legally permitted to work in Australia. Applicants must be fully supportive of the objectives and ethos of Catholic education.

In applying for this position, you will be providing personal information to the School. This information will be used in order to assess your application for employment. A current National Police History Check as issued by the Department of Education Western Australia must also be included. The appropriate Criminal History Record Check form is available from the Department of Education [website](#).

On appointment, the successful applicant will require a Working with Children Check. Application forms are available at certain Australia Post outlets throughout the State. A list of participating Australia Post outlets can be found on the Australia Post [website](#). An application for a WWC must be made in person.

For further information, please contact the office on 97324700. Applications close Friday 9<sup>th</sup> June 2023.

Thank you

A handwritten signature in black ink, appearing to be 'Andrew Gammon', written in a cursive style.

Andrew Gammon