

HR ASSISTANT / PAYROLL OFFICER 20/11:01



Looking to contribute to our success, meet challenges head on and work collaboratively?

WE OFFER

- Full-time, permanent role, working a 9-day fortnight
 - Additional long service leave after 10 years' service
 - Salary range: \$1026.80 - \$1232.16 gross per week
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YOUR CONTRIBUTION

This role is accountable for delivering a range of human resource and financial services that facilitate the efficient and effective operation of the organisation, support management and staff to undertake their work, and contribute to a constructive, respectful work environment.

LODGING YOUR APPLICATION

Obtain a job vacancy pack by contacting Human Resources on (02) 6830 8000, email hr@bourke.nsw.gov.au or go to our website: www.bourke.nsw.gov.au.

Applications close 2pm, Friday 4th December 2020.

