

Are You Interested in Tourism?
This is a Great Opportunity to Promote our Shire



The successful candidate will be a self-starter displaying strong initiative and have excellent customer service and business management skills. An understanding of the requirements of coordinating an organization based on volunteers together with a genuine understanding of tourism marketing.

LAKE GRACE VISITOR CENTRE COORDINATOR
FULL-TIME

\$50,000—\$55,466

Monday - Friday 8am—5pm

Roster Day Off each 19 days worked

Consideration may be given to a request to job share or work part-time

The Co-ordinator is responsible for the operation and administration of the Lake Grace Shire Visitor Centre, including the coordination of volunteers, stock control and the distribution of information to visitors and other groups. To obtain an application package for this position please contact Lee Trevenen Administration Coordinator Shire of Lake Grace on 08 9890 2500 or email shire@lakegrace.wa.gov.au Applications to be marked 'Confidential' and addressed to;

Chief Executive Officer, Shire of Lake Grace, PO Box 50 Lake Grace WA 6353

Applications close 4.00pm MONDAY 27 NOVEMBER 2017

The Shire of Lake Grace is an equal opportunity employer