



JOB VACANCY

DIRECTOR CORPORATE SERVICES

WORK TYPE:	FULL-TIME, FIXED-TERM (3-5 YEAR PERFORMANCE BASED CONTRACT)
SALARY:	up to \$248,063 per annum <i>Salary includes superannuation, allowances and non-cash benefits</i>
LOCATION:	KUNUNURRA
CLOSING DATE:	12 NOON, MONDAY 10 AUGUST 2020

- ❖ Opportunity to gain diverse experience
- ❖ Great team working environment

The Shire of Wyndham East Kimberley

Is located in a picturesque and rugged sparsely populated northeast corner of Western Australia (WA) and is one of the world's last wilderness frontiers. As a global tourism attraction it is known for luxury accommodation, great food and friendly locals, and is an amazing and very unique part of Australia.

The Position

Reporting to the Chief Executive Officer, this role is responsible for providing visionary and effective leadership to the Corporate Services Directorate. The Director Corporate Services will lead a professional team to ensure the provision of high quality corporate support to Council in the areas of financial services, information communication and technology, customer services, records management and contract and procurement. The role will focus on ensuring these services are provided within budget and comply with relevant statutory obligations, regulations, codes, guidelines and Councils policies and organisational directives.

Other Requirements

The successful applicant will be required to submit a National Police Clearance (dated within 6 months), successfully complete a pre-placement medical assessment and submit copies of qualifications (where relevant) in order to be eligible for the position.

Further Information

A copy of the position description is available from the Shire Office and website (www.swek.wa.gov.au/employment/). Interested applicants are encouraged to contact Vernon Lawrence, the Shire's Chief Executive Officer, on (08) 9168 4100 / 0417 011 275 if they have any questions or wish to discuss the position requirements further.

Submitting an Application

Applicants are required to submit a covering letter outlining their interest in the position and their ability to meet the Selection Criteria (maximum 2 pages), and a current resume.



Posted applications are to be addressed to:
Shire of Wyndham East Kimberley, PO Box 614, KUNUNURRA WA 6743



All electronic applications are to be sent directly to recruitment@swek.wa.gov.au or otherwise submitted via the Shire's website.

All submissions must be received by the nominated closing date. In fairness to all applicants, late applications cannot be considered unless prior consent has been received from the Shire under restricted circumstances.

The Shire of Wyndham East Kimberley is committed to providing equal opportunity in employment and encourages Indigenous Australians, young people, people with disabilities and people from culturally diverse backgrounds to apply for positions.

Applicants for this position must be legally entitled to work in Australia and will be required to provide evidence of this entitlement. Acceptable evidence includes an Australian or New Zealand passport, birth certificate, or foreign passport with relevant visa.