



**CITY OF ALBANY
POSITION INFORMATION
CIVIL WORKER**

POSITION: Civil Worker
LOCATION: Infrastructure, Development and Environment / Maintenance and Construction Civil works / Mercer Road Depot
DATE: September 2024

Should the City receive a number of suitable applicants for this role a talent pool may be created for use for future ongoing and temporary roles. This pool is valid for a period of up to 12 months.

CONDITIONS OF EMPLOYMENT:

Agreement: City of Albany Industrial Agreement 2023
Status: Permanent, Full Time Employment
Salary: Level 3.1 to 3.2 (\$62,964.91 to \$ 64,401.20 per annum) dependent on skills, knowledge and experience
Ordinary Hours: 152 hours per 4 weekly cycle to be worked Monday to Friday between the hours of 7.00am and 6.00pm
RDO: 9 day per 2-week period.

Note: Ordinary hours will generally be worked as 8.5 hours for 8 days, 8 hours for one day and 1 Rostered Day Off in any 2-week period

Annual Leave: 4 weeks paid annual leave each year (pro rata)
17.5% leave loading
Long Service Leave: Available after 7 years of service in accordance with the Regulations.
Other Leave: The Officer is entitled to:
a) Personal leave;
b) Compassionate leave; and
c) Parental leave
Superannuation: The City will contribute superannuation payments to a fund/s meeting an amount equal to the Superannuation Guarantee as per the Superannuation Guarantee (Administration) Act 1992 and the Superannuation Guarantee Charge Act 1992.
Probationary Period: 3 months
Medical: Appointment is subject to a pre-employment medical exam
Federal Police Clearance: Appointment is subject to a satisfactory federal police clearance

For further enquiries, please contact Steve Trigwell, Coordinator Infrastructure, Maintenance & Construction (08) 6820 3980.



**CITY OF ALBANY
HOW TO APPLY
CIVIL WORKER**

APPLY ONLINE FOR THIS VACANCY AT www.albany.wa.gov.au

Within your application, please provide a **covering letter** of no more than two pages and an up-to-date **resume** telling us about your previous experience in similar roles.

To be considered for interview - your cover letter must clearly address how you meet the key points outlined below.

Your cover letter must cover the following information:

Skills

- Basic oral, written and numeracy skills.
- Physical fitness capable of undertaking manual labour.

Experience and Qualifications

- Outline all relevant licences and qualifications.
- Any previous experience as a machine operator
- Any previous experience working in a civil construction team

Please note that placement will be subject to a full pre-employment medical.